LENAPE TECHNICAL SCHOOL

SECTION: OPERATIONS

TITLE: USE OF VIDEO CAMERAS WITH AUDIO RECORDING ON SCHOOL BUSES

ADOPTED: May 15, 2014

REVISED: November 17, 2016

810.2. USE OF VIDEO CAMERAS WITH AUDIO RECORDING ON SCHOOL BUSES

1. Purpose

Student safety and management have as their objective the securing of desirable behavior on the part of all students riding the bus. The school bus is an extension of the classroom. For the majority of the School's students, school begins when the student enters the bus and the school day ends when the student leaves the bus. The bus driver is responsible for the health, safety and welfare of each passenger while in transit. The school bus driver has the same type of responsibility for the student as the classroom teacher.

Student behaviors on the school bus and the driver's management of the behavior are the two (2) key elements to a safe and enjoyable bus ride. A video camera with audio recording on a school bus is but an aid to monitor bus behavior. It does not replace the discipline policy, the authority of the driver, or the responsibility of the school official.

2. Authority

18 Pa.C.S.A. § 5704(18)

The Board authorizes that video cameras with or without audio recording may be placed in any district contracted or owned bus or vehicle as authorized by the Administrative Director or designee, or bus company's safety supervisor.

3. Guidelines

All students shall be informed through the student handbooks and stickers placed in each school bus warning them that they are subject to being videotaped with audio recording on the bus at any time.

Parents/Guardians and students shall be annually informed.

This policy shall be posted on the school's publicly accessible website.

Each school year, this policy shall be included in the student handbook and in any other school publication that sets forth the comprehensive rules, procedures and standards of conduct.

The methods of videotaping with audio recording are meant to augment the written disciplinary reports by the bus driver, not take the place of reports.

	After the recording (be it video and/or audio) has been conducted, the recordings are to be stored at the bus company's safety supervisor's office for a period of thirty (30) days or until final resolution or action has been taken. The Administrative Director or designee shall periodically review tapings and recordings randomly selected to ensure proper school bus conduct. If no incidents are reported in thirty (30) days, the recordings may be recycled. If incidents are reported or if incidents are viewed during random selection, the recordings are to be kept until final resolution. A request for viewing recordings can only be made by the bus driver, school administrators, or bus company's safety supervisor. Parents/ Guardians will not be given the opportunity to review recordings unless their child is involved in a violation and is receiving disciplinary action as the result of that infraction and only if the recording was used to determine the violation. The requesting party must have "standing" to make a request. A viewing may only be requested with the intent to observe a given problem, incident, or situation and in an effort to work toward a resolution of that problem or incident. The school shall comply with the provisions of federal and state law and regulations regarding student record requirements as applicable to the school's use and disclosure of recordings. Recordings considered part of a student's educational record shall be maintained in accordance with established student record procedures governing access, review and disclosure of student records. *If a recording involves an infraction by one or more students that portion of the recording is considered an educational record directly related to the student(s). In such event, a parent/guardian has the right to review only the portion related to their child. If the recording reflects an infraction involving more than one student that cannot be easily separated out for an individual student's parent/guardian and still remain intelligible, every parent/guardian has a right to review the recording that includes the other involved students. A copy of the recording will not be provided to any parent/guardian without the consent of the other involved students/parents' consent. References: * Findings Letters, U.S.D.E. Family Policy Compliance Office, Magnolia Independent School District (2006) and Pleasant Grove High School (2006)