

VIDEO CAMERAS ON SCHOOL BUSES

The Bristol Warren Regional School District recognizes the district's continuing responsibility to maintain and improve discipline and to ensure the health, welfare, and safety of its staff and students on school transportation vehicles.

The School Committee, after having carefully weighed and balanced the rights of privacy of students and drives/monitors with the district's duty to ensure discipline, health, welfare and safety of staff and students on school transportation vehicles, supports the use of video cameras on its transportation vehicle.

Video cameras may be used to monitor and video record student behavior on school transportation vehicles. Such equipment may also be used to monitor and video record the performance of transportation related employees in the fulfillment of their duties on school transportation vehicles.

Students in violation of district conduct rules shall be subject to disciplinary action in accordance with established School Committee policy and administrative regulations governing student conduct and discipline. Transportation related employees shall be subject to established School Committee personnel policies, administrative regulations and labor agreements including provisions related to evaluation, discipline and dismissal.

The School District shall comply with all applicable state and federal laws related to video recordings when, as determined by the district and in accordance with law, such recordings are considered for retention as a part of the student's behavioral record. Such records will also be subject of established district student records procedures including access, review and release of such records.

The Superintendent shall develop procedures for the notification of staff, students, parents and others as necessary of the use of video cameras on school transportation vehicles and such other procedures as may be required for the implementation of this policy.

**Bristol Warren Regional School District
Procedural Guidelines
Use of Video Cameras on Buses**

- A. The district will include a notice concerning the use of video cameras in both the student/parent and staff handbooks and/or notices.
- B. All video recordings will be removed from the bus by a transportation company supervisor and stored securely to ensure confidentiality. Video recordings will be stored for ten (10) days after initial recording, whereupon such recordings will be released for erasure.
- C. Video recordings held for review of a student or staff incident will be maintained in their original form pending resolution. The tape will then be either released for erasure or retained as necessary as part of the student's behavioral record and/or employee's personnel record in accordance with established district procedures.
- D. View Requests-Requests for viewing video recordings will be limited to the School Committee, transportation company supervisor, school district administrators, and parent or guardian of any student accused of violating the school district conduct rules for bus transportation. Other than viewing done by school district administrators and transportation company supervisors for the purpose of monitoring performance and behavior on school buses and the effectiveness of the program, requests for viewing can only be made with the intent to observe a given problem or situation in order to work toward a solution.

Requests for viewing may be made to the Director of Administrative Operations within five (5) school days of the date of recording. Approval/denial for viewing will be made within five (5) school days of receipt of request. Video records will be made available for viewing within three (3) school days of the approval of a request.

Only the portion of the video recording concerning a specific incident(s) will be made available for viewing.

The School Committee may view recording when necessary.

- E. Viewing – Actual viewing will be permitted at school related sites only, including the transportation office, school, school administration building or as otherwise required by law. All viewing will include a transportation company supervisor and school district administrator.

A written log will be maintained of those viewing video recordings, including the date of viewing, reason for viewing, the date other recording was made, vehicle videotaped and driver and monitor and the signature of the viewer.

Video recordings remain the property of the district and may be reproduced only in accordance with the law, including applicable district student records policy and procedures and district personnel records policy and procedures.

Note: For Conduct on School Buses See JFCC , JFCC-R, and EEACC-R

ADOPTED: MAY 27, 2003

Bristol Warren Regional School District, Bristol, Rhode Island