

USE OF SURVEILLANCE CAMERAS IN THE SCHOOL DISTRICT

I. Statement of Policy

- A. The Board of Education (the Board) is committed to maintaining the physical safety and security of the Remsen Central School District (District).
- B. In order to better fulfill its obligation to provide a safe environment for learning and work, the Board authorizes the use of equipment capable of recording images to monitor activity on school property (including property leased to the district) and recording images and sounds to monitor activity in school vehicles (including school buses).
- C. The Board prohibits the installation or use of cameras in restrooms, locker rooms or rooms designated by the District for individuals to change their clothes. Individuals are required to change their clothes only in designated areas.
- D. Video and sound recordings of students are considered to be “Student Education Records” and will be handled in accordance with the policy and regulations.

II. Notice:

- A. The District will include a copy of this policy in the annual information packet it sends to student homes.
- B. The District’s student handbook will contain a notice giving notice of the District’s use of video surveillance cameras and sound.
- C. The District will post signs on campus, in campus buildings and on buses and other areas giving notice of the District use video surveillance cameras with sound.
- D. The District will post this policy on its webpage so that it is available to the public.

III. Records Retention

- A. All videotaped or other recordings obtained for security purposes that contain incidents that have potential administrative or legal uses (e.g. incidents where students are hurt, illegal activities, etc.) will be kept by the District for three (3) years.
- B. Videotaped or other recordings not containing incidents warranting retention for potential administrative or legal uses need only be retained for at least two (2) weeks.

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Remsen Central School District

Legal Ref: Family Education Rights and Privacy Act, 20 U.S.C. 1232(g); NY Labor Law §203-c; NY Penal Law Article 250.

Cross Ref: Education Records Regulation, Student Privacy FERPA Notice Regulation

Adopted: 04/25/17

Revised: 01/11/22