



KIS VISION: To be a caring, impactful community that excels in learning and in life.

KIS MISSION: The KIS community nurtures a growth mindset through a holistic education that connects cultures.

8.7 International School Policy on Sharing Video Footage with Parents

1. Purpose

This policy outlines the guidelines and legal considerations regarding the sharing of video surveillance footage with parents, ensuring the protection of student privacy and compliance with applicable laws.

2. Scope

This policy applies to all video surveillance systems operated by the school, including CCTV cameras installed in corridors, playgrounds, and other common areas.

3. Policy Statement

The school is committed to maintaining a safe environment through the use of video surveillance while respecting the privacy rights of all students. As a general rule, video footage will not be shared with parents to protect the privacy of all individuals captured in the recordings.

4. Legal Framework

In accordance with the Law of the Republic of Kazakhstan "On Personal Data and Their Protection" No. 94-V dated May 21, 2013, the school recognizes its responsibility as a data controller to safeguard personal data, including video recordings. Unauthorized disclosure of such data may lead to administrative or criminal penalties.

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5. Exceptions

In exceptional circumstances, such as incidents involving the requesting parent's child, the school may allow parents to view relevant portions of the footage. Such access will be granted only if it does not compromise the privacy of other students and complies with legal obligations. Such access will be rare and can only be granted by the Head of School after consultation with the Advisory Board. The data and video footage will remain the sole property of the school, at no time with the school hand over possession of the data or video.

6. Procedures for Access Requests

- **Submission:** Parents must submit a formal written request to the school's administration, specifying the date, time, and location of the incident.
- **Review:** The school will assess the request, considering privacy rights and legal constraints.
- **Decision:** Parents will be informed in writing of the decision. If access is granted, appropriate measures, such as blurring other students' faces, will be taken to protect privacy.

7. Data Security and Retention



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The school ensures that all video footage is stored securely and is accessible only to authorized personnel. Footage is retained for a period consistent with the school's data retention policy and is then securely deleted.

8. Policy Review

This policy will be reviewed annually or as required to ensure compliance with legal standards and the school's commitment to student privacy.

9. Contact Information

For questions or concerns regarding this policy, please contact the school's Data Protection Officer.

By implementing this policy, the school aims to balance the safety benefits of video surveillance with the necessity of protecting individual privacy rights, in line with Kazakhstani law and international best practices.