Existing Policy 5131.111, adopted 6/20/22, appropriate as written

5131.111

Students

Conduct

Video Surveillance

The Board authorizes the use of video cameras on District property to ensure the health, welfare, security, and safety of all staff, students and visitors to District property, and to safeguard District facilities and equipment. Video cameras may be used in locations as deemed appropriate by the Superintendent in consultation with the safety planning committee and relevant staff.

Cameras shall not be placed in areas where students, staff and community members have a reasonable expectation of privacy such as restrooms, locker rooms and lounges.

The Superintendent or designee shall notify staff and students through student/parent and staff handbooks, the District website or other means that video surveillance may occur on District property and student transportation. Video surveillance shall be used for lawful purposes only, in accordance with applicable law and Board policy. A notice will also be posted at the main entrance of all District buildings. The Superintendent shall adopt regulations governing the use of video surveillance in the schools.

(cf. 4112.6/4212.6 - Personnel Records)
(cf. 5125 - Student Records)
(cf. 5131.1 - Bus Conduct)
(cf. 5131.11 - Video Cameras on School Buses)
(cf. 5131.5 - Vandalism)
(cf. 5145.12 - Search and Seizure)

Legal Reference: Connecticut General Statutes

31-48b Use of electronic surveillance devices by employers limited. Prohibition on recording negotiations between employers and employees.

31-48d Employers engaged in electronic monitoring required to give prior notice to employees. Exceptions. Civil Penalty.

Family Educational Rights and Privacy Act, sec. 438, 20 U.S.C. sec. 1232g (1988).

Policy adopted: June 20, 2022

WOODBRIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Existing Regulation 5131.111, adopted 6/20/22, appropriate as written

5131.111

Students

Conduct

Video Surveillance

Video Surveillance System Operation

1. Video cameras will be utilized on school grounds and on buses as recommended by building administration and approved by the Superintendent. The District shall notify students, staff, and the public that video surveillance may occur on school property. Such notification will occur through incorporation in the school parent/student handbooks, District and school websites, and clearly written signs displayed near the main entrance of each school. Cameras may only be installed on buses with prior notice to drivers.

2. Video recording equipment will be installed prominently. Equipment should not monitor areas where the students, employees and public have a reasonable expectation of privacy, such as locker rooms and adult and student restrooms. Video recording equipment may be in operation 24 hours per day, and may be reviewed by local law enforcement personnel.

3. Video recordings should only be reviewed where there is a need to do so, either because an incident has been reported or is suspected to have occurred, as determined by the Superintendent or designee.

4. Staff and students are prohibited from unauthorized use, tampering with, or otherwise interfering with video recordings and/or video camera equipment and will be subject to appropriate disciplinary action. Disciplinary action shall be consistent with District policies.

5. The District shall provide reasonable safeguards to protect the surveillance system from unauthorized access and use. Authorized use includes, but is not limited to, action related to security of persons and property.

6. Video surveillance equipment will be used in accordance with all Board of Education policies, including the District's nondiscrimination policy.

7. Except for "real time" monitoring in the event of an emergency, including possibly by police, generally the video cameras will not be monitored. Typically, the video will only be reviewed if an incident or possible incident is brought to the administration's attention.

8. Audio shall not be a part of the video recordings made, reviewed or stored by District staff.

Storage/Security

Video recordings will be stored and secured in compliance with State and federal law.

Requests to View Video Surveillance

Requests to review video recordings, and responses to such requests, shall comply with all applicable state and federal laws and with Board Policy. The following procedures will apply:

1. All viewing requests must be submitted in writing.

2. A written log will be maintained of those viewing video recordings including the date of viewing, reasons for viewing, date the recording was made, location at school or central office, and signature of the viewer.

3. Video recordings will remain the property of the District and may be reproduced only in accordance with the law, including applicable Board policy and regulations.

Regulation approved: ~~**June 20, 2022**~~

WOODBRIDGE SCHOOL DISTRICT
Woodbridge, Connecticut