

## **ECAF – AUDIO AND VIDEO SURVEILLANCE ON SCHOOL BUSES**

Video cameras may be used on school buses to monitor student behavior. Audio recordings in conjunction with video recordings may also be captured, in accordance with the provisions of RSA 570-A:2.

Students will be responsible for any violations of school rules caught on tape by cameras.

Notification of such recordings is hereby established in this policy and in Policy JICK – Pupil Safety and Violence Prevention. The Superintendent or his/her designee will ensure that there is a sign prominently displayed on the school buses informing the occupants of the school buses that such video and audio recordings are occurring.

The District will retain copies of video recordings until they are erased, which may be accomplished by either deletion or copying over with a new recording. The Superintendent will consult with the necessary personnel to determine how and when such recordings should be deleted.

Recordings may be viewed only by the following persons and only after expressly authorized by the Superintendent including the Superintendent, Superintendent designee, Business Manager, School Principal, School Principal designee, Law Enforcement Officers, and Transportation Contractor Official.

Parents of a student against who a recording is being used as part of a disciplinary proceeding will be permitted to view and listen to the recording in the presence of school administration. No other individuals shall be entitled to view or listen to the recording without the express authorization of the Superintendent.

Videos containing evidence of a violation of student conduct rules and/or state or federal law will be retained until the issue of the misconduct is no longer subject to review or appeal as determined by Board policy or applicable law. Any release or viewing of the video will be in accordance with the law. Videos not containing evidence will be erased or destroyed immediately following resolution of the issue.

In the event an audio or video recording is used as part of a student discipline proceeding, such video may become part of a student's education record. If an audio or video recording does become part of a student's education record, the provisions of Policy JRA and associated policies shall apply. In such cases, the Superintendent is authorized to consult with the District's legal counsel.

### Statutory/Regulatory/Policy/Handbook Cross References

ESD Policy JRA (Student Education Records and Information)  
ESD Policy JRA-R (Student Records & Information Administrative Procedures)  
RSA 570-A:2 (Capture of Audio Recordings on School Buses Allowed)  
Handbook (Referenced in Student and Personnel Handbook)

APPROVED: June 14, 2007, May 19, 2011

PREVIOUS POLICY: None.

ECAF1