

Raymond School District Policy – EEAA

VIDEO AND AUDIO SURVEILLANCE ON SCHOOL PROPERTY

The Board authorizes the use of video and/or audio surveillance devices on District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property and to safeguard District buildings, grounds, and equipment. The superintendent will approve appropriate locations for surveillance devices.

Tapes will be installed and removed on a rotating basis by District personnel appointed by the superintendent. The tapes may be reviewed by District personnel for discipline and evaluation purposes. If disciplinary action is taken as a result of a video/audio tape, the parent/guardian may request, in writing within 5 days, to review the tape with the appropriate school personnel.

In the event a tape from a video or audio surveillance device contains evidence of wrongdoing, be it a crime or violation of school conduct policies that could result in discipline, the actual, original tape will be pulled from service and not re-used or taped over for a period of not less than 3 years following the incident in question. Should the tape be confiscated by prosecutorial authorities as evidence in a crime, the District will take all steps possible to arrange for a certified copy to be retained by the District.

The superintendent will notify staff, students, and parents through handbooks or by other means that video and/or audio surveillance may occur on District property. A notice will also be posted at the main entrance of all school district buildings and on all buses indicating the use of video and/or audio surveillance.

The District may choose to make surveillance recordings part of a student's educational record or a staff member's personnel record. The District will comply with all applicable state and federal laws related to record maintenance and retention. Videotaping will only occur in public, non-private areas.

Legal References:

- 20 U.S.C. §1232g, Family Educational Rights and Privacy Act*
- RSA 189:6, Transportation of Pupils*
- RSA 189:8, Limitations and Additions*
- RSA 189:9, Pupils in Private schools*
- RSA 189:9-a, Pupils prohibited for Disciplinary Reasons*
- RSA 200:40, Emergency Care*

Adopted: September 5, 2007