

## Raymond School District Policy – IJND

### VIDEO AND AUDIO RECORDING IN CLASSROOMS

#### **REDACT POLICY**

The Raymond School District values the use of technology in its classrooms and considers technology a crucial component in the education of its student body. The use of audio, visual and photographic recording equipment in classrooms provides for a number of educational benefits, including recording classes when students are absent or unable to take notes, recording classroom presentations, and recording a drama or music class for instructional purposes. The Raymond School District permits all classroom recordings which provide an educational benefit subject to the requirements of this Policy.

The School District, its teachers, or any other staff may not use audio, visual or photographic recording equipment in classrooms without the written consent from the classroom teacher, any adult student, and the parent/guardian of any minor student in the classroom who may be affected by the recording. Consent will be required as a condition for a student's enrollment in courses which feature audio, visual or photographic recording equipment as a core component of the course.

This policy applies only to recording that takes place in the classroom. The recording of ceremonies and extracurricular activities, such as sporting events or theatrical productions, does not require the consent described in this policy. Additionally, the Raymond School District must continue to comply with all applicable federal laws (including, but not limited to, the Individuals with Disabilities Education Act, the Americans with Disabilities Act, the Family Education Rights and Privacy Act, and Section 504 of the Rehabilitation Act of 1973) regardless of whether written permission is obtained from all teachers and students who may be affected by a recording. Written consent is not required from all students or teachers in a classroom when a recording is made in accordance with a student's IEP or 504 Plan.

This policy will be published yearly in each student handbook beginning in the 2016-17 academic year. Consent from teachers, adult students, and the parent/guardian of any minor student will be obtained at the beginning of each school year by distributing and having each teacher, adult student and parent/guardian sign a permission slip, specifically consenting to being recorded in the classroom. For those courses that have started prior to the adoption of this policy, permissions slips will be distributed as soon as is practicable. The Superintendent will be responsible for delegating the distribution and receipt of the permission slips.

This policy has been adopted following a public hearing by the Raymond School Board on December 16, 2015.

*Legal References:*  
*NH RSA 189:68, IV.*

Adopted: December 16, 2015