

<h1>SEVEN GENERATIONS CHARTER SCHOOL</h1>	SECTION: OPERATIONS
	TITLE: 810.2 – SCHOOL VIDEO/AUDIO SURVEILLANCE
	ADOPTED: August 8, 2017
	REVISED:

Policy	<p>The Board recognizes the need to maintain proper standards of conduct for the safety of students who ride district buses and attend schools. The use of a video/audio recording is intended to assist the administration, contractors, and drivers in observing behavior, preventing violation of bus rules, school rules, regulations, school policies and Pennsylvania law, and utilizing and/or dispensing such surveillance when required for disciplinary, civil and/or criminal matters.</p> <p>The Board determines the eligibility of students for bus transportation and establishes rules, regulations and guidelines.</p>
Delegation of Responsibility	<p>Some of the school districts which provide transportation services for students who attend Seven Generations Charter School may have video/audio recording on their buses. The guidelines/procedures for the use of this recording equipment is the responsibility of the providing school district. Guidelines below are typical of the policy of those school districts.</p>
Guidelines	<p>The actual taping may include audio or video, or both.</p> <p>Video/Audio recorders may be placed on any and all buses. All students are subject to being videotaped on the school bus at any time. Notification to parents/guardians will be made through school district publications, the district web site, letters, and visible notice on all buses equipped with audio language, providing notice that audio, as well as video, inception is occurring on the bus.</p> <p>The Superintendent of the school district or designee shall have the authority to determine the district’s monitoring needs.</p> <p>The Superintendent of the school district or designee shall review the video/audio media randomly, as well as in response to alleged improper conduct. If no such incidences are reported, the video/audio media may be erased and recycled. If an incidence is detected on tape, the tape will be preserved.</p> <p>Video/audio media may be viewed only with the proper authorization of administrative personnel. All requests must be made through the Superintendent of the school district or designee.</p> <p>The video/audio media are intended for use with respect to issues relating to safety and behavior on the bus. Video/audio media are not intended for general viewing by a student, employee, parent/guardian, or the public and shall not be made</p>

available for general viewing purposes. Nor are the video/audio media intended to relieve bus drivers or other district personnel of their responsibilities for submitting disciplinary reports. Bus drivers and district personnel may view the video/audio media for the purpose of drafting conduct referrals, only with the Superintendent of the school district or designee in attendance. Video/audio media may be shared with the CEO of Seven Generations Charter School for use in school disciplinary proceedings.

In the event of use or proposed use, of a video/audio media in connection with a disciplinary proceeding, confidentiality considerations shall be enforced. Only those relevant portions of the video/audio media shall be subject to review and/or admitted into evidence. The video/audio media may be subject to review and release, if duly requested by police, other members of law enforcement, or other individuals, pursuant to a subpoena or as required by law.

Staff and students are prohibited from tampering, or otherwise interfering with, video/audio media, camera equipment, and/or any records related to bus and/or this policy.