

# POLICY

## COLLINGSWOOD BOARD OF EDUCATION

PROPERTY  
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SECURITY SURVEILLANCE

### 7442 SECURITY SURVEILLANCE

The Collingswood Board of Education recognizes the districts responsibility to provide for the safety of the school community and for the protection of school district property. To maintain safe and secure conditions for all students, staff and property, the use of video surveillance equipment may be in place on school district properties.

1. The district shall notify its students and staff that video surveillance may occur on any school property. The notice to be used:

The Collingswood School District Board of Education has authorized the use of electronic surveillance systems on school property. The system will be used to monitor student behavior in order to promote and maintain a safe environment and for other security purposes. Students and parents are hereby notified that the content will be routinely erased on a periodic basis and will only be retained if necessary for use in a student disciplinary proceeding or other matter as determined necessary by the administration.

The district shall incorporate said notice in the student handbook, the school calendar and post a notice on all school properties.

2. The use of video surveillance equipment on school grounds and on other district properties shall be supervised by the building principal or designee.
3. The use of video from surveillance equipment shall be subject to the other policies of the district including policies concerning the confidentiality of student personnel records.
4. Video surveillance shall be used to promote the order, safety and security of students, staff and property. Recordings may be used in pupil discipline matters and to provide evidence to law enforcement for prosecution purposes.

Adopted: June 24, 2004

