

AMHERST Policy

ECAF - AUDIO AND VIDEO SURVEILLANCE ON SCHOOL BUSES

Video cameras will be used on school buses to monitor student behavior. Audio recordings in conjunction with video recordings may also be captured on school buses, in accordance with the provisions of RSA 570-A:2(k)(1&2).

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 Superintendent is charged with establishing administrative procedures to address the length of time, which the recording is retained, ownership of the recording, limitations on who may view and listen to the recording, and provisions for erasing or destroying the recordings.

All recordings shall be retained for a period of ten (10) days, unless the Superintendent determines that the recording is relevant to a disciplinary proceeding.

The Business Administrator will conduct periodic audits to ensure that the recordings are being done and kept for the required amount of time. An audio recording shall only be reviewed if there has been a report of an incident or a complaint relative to conduct on the school bus, and only that portion of the audio recording which is relevant to the incident or complaint shall be reviewed.

Recordings may be requested and viewed by the following persons:

- Superintendent or designee
- School Board or its agents
- Business Administrator
- Building Principal
- Law Enforcement Officers
- Transportation Contractor Official

The parents or legal guardian 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. No other individuals shall be entitled to view or listen to the recording without the express authorization of the Superintendent.

Legal References:

RSA 570-A:2(k)(1&2), Capture of Audio Recordings on School Buses Allowed

ADOPTED: October 4, 2007