

|   |  |   |
|---|--|---|
| <b>EASTERN TOWNSHIPS<br/>SCHOOL BOARD</b>   | <i>Title:</i><br><b>VIDEO SECURITY SYSTEM ON SCHOOL BUSES</b>                  |   |
| <i>Source:</i><br><b>Transport Adv. Committee<br/>Council of Commissioners<br/>Director - Pedagogical Serv.</b> | <i>Adopted:</i><br><b>ETSB99-168 1999-05-18<br/>Effective as of 1999-05-18</b> | <i>Reference Number:</i><br><b>P005-4</b> |

### **PRINCIPLE OF INTENT**

The Eastern Townships School Board believes that safety and security of students is the responsibility of all employees of the Board. Moreover, that the use of video cameras in buses does not take away from this orientation but supports the achievement of this objective.

While other means will normally be used to ensure the safety and security of the students during their transportation to and from school, video cameras may be used in situations where the Management of the Transportation Department deems that their use is appropriate.

Parents, bus drivers and students will be advised of the guidelines concerning the use of video cameras and videotapes at the beginning of each school year.

### **UTILIZATION OF CAMERAS AND VIDEOTAPES**

The Superintendent of Transportation will determine which buses will be equipped with video units and will be responsible for the installation and security of those units.

Videotapes will not be removed without the permission of the Superintendent of Transportation who will also determine who views them. The decision regarding any disciplinary action will be made by the Superintendent of Transportation and/or the School Principal. If disciplinary action is to be taken, the videotape may be viewed by the parent(s), student(s) and/or the bus driver in the presence of the School Principal, the Superintendent of Transportation and/or other individuals deemed appropriate.

Any other individual who wishes to view a videotape must make his/her request in writing to the Superintendent of Transportation. In all cases any person viewing the videotape(s) must sign a disclaimer form.

The videotape is the property of the Eastern Townships School Board, the Superintendent of Transportation will be responsible for assuring that the videotape is stored in a secure area and is kept for a specified time. Any variance to the above guidelines will require the Director General's authorization. Moreover, in the event that a specific interpretation of this guideline is required the Director General will be responsible for its interpretation.

