

Safeguarding the well being of students and staff is a primary concern for schools today. Council intends to create and maintain a safe school and work environment for students, staff, parents and members of the community. A properly installed system of school security cameras can be an important tool for ensuring safety in schools and on school grounds. Schools facing challenges such as violence or vandalism find school security cameras an indispensable aid to identifying and resolving issues as they arise. Not only do school security cameras help maintain safety, they also discourage misbehaviour.

The SSDEC supports the controlled use of security cameras on school property, for the following purposes:

1. To enhance the safety of students and staff;
2. To protect school property against theft or vandalism;
3. To assist in the identification of intruders and of persons endangering the health, well being or safety of school community members.

Security cameras are not intended for monitoring staff performance.

## **REGULATIONS**

The SSDEC recognizes that security camera systems must be used in a manner that protects the privacy rights of individuals. Administrators will act in a responsible manner with respect to the notice, access, disclosure, retention, security and disposal of the personal information that is being collected, in accordance with the Access to Information and Protection of Privacy Act:

- 1) Each principal is responsible for the proper implementation and control of the security camera system.
- 2) The placement of the cameras shall be such to minimize intrusion into the privacy of individuals who may be viewed by the cameras. Cameras should not be placed in areas which individuals have a higher expectation of privacy, including inside washrooms and change rooms.
- 3) Students, staff and the public should be notified, that security cameras are, or may be, in operation, using clearly written signs, prominently displayed at school entrances.
- 4) Where the security camera system provides option, a teacher may ask for the video or sound to be turned off in their particular homeroom.
- 5) Security system storage and review devices will be in a secure location not normally accessible to students and the public, and can only be accessed by authorized personnel.
- 6) Circumstances that warrant a review should be limited to the real-time observation of entrances and instances where an incident has been reported/observed or to investigate a potential crime.

- 7) Only video and sound evidence which is necessary to identify the offender(s) and, where applicable, provide evidence for discipline or prosecution shall be retained.
- 8) Recordings must never be sold, publicly viewed or distributed except as provided under this policy or as permitted under the Access to Information and Protection of Privacy Act or other applicable laws.

Legal Reference: NWT *Access to Information & Protection of Privacy* (ATIPP) Act

Date: June 2020