

CCTV Policy

Help for non-English speakers

If you need help to understand the information in this policy, please contact the school 9387 6133 or brunswick.sc@education.vic.gov.au

Purpose

This Policy explains the installation, management, operation and use of the closed_ circuit television (CCTV) system at Brunswick Secondary College.

Scope

This policy applies to the installation of CCTV cameras on school grounds and the use and disclosure of any footage produced by those cameras.

The fulfilment of the duty of care to students on school grounds (including school premises)

- to provide the principal with visual coverage during emergencies
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CCTV cameras are NOT:

- hidden or covert
- located in private areas such as toilets, changing rooms or staff rooms
- used to monitor student or staff work performance

Location of CCTV cameras in our school

In our school, CCTV cameras are located in:

- school entrance (school)

- ovals
- playgrounds

A notice is located near each CCTV camera which alerts people to the presence of the camera and this CCTV Policy.

Access to CCTV footage

CCTV footage is only accessed for the purposes set out in this policy (see 'Use of CCTV footage') and only by the following people:

1. the principal or nominee, including people explicitly authorised by the principal
2. central and regional Department staff, when required to assist the school for an above purpose
3. any other people permitted by law.

Showing footage to staff, students and/or their parents involved in incidents