



# NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203

Board of Education Policy 4-160

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## OPERATIONAL SERVICES

### **SECURITY AND SAFETY**

The Board of Education recognizes the importance of providing for the security and safety of its students and employees. The Board directs the Superintendent or Associate Superintendent to develop and maintain a secure and safe program, complying with all state safety requirements for school buildings and grounds, including the Life/Safety requirements of *The School Code of Illinois*, Illinois State Board of Education rules, and the Toxic Substances Disclosure to Employees Act.

#### **Passive Video Surveillance Monitoring**

The Board of Education authorizes the use of overt video surveillance cameras and monitors on district property to promote the health, safety, and welfare of all students, staff, and visitors; and to safeguard district facilities and equipment. Audio pick up will not be used, except where needed for two-way communication or as otherwise authorized by the Superintendent. For purposes of this policy, “district property” is defined as school buildings, parking lots and grounds, and school-owned vehicles. Additional specific purposes include:

- Taking proactive measures to enhance and sustain safety and security measures and to create a learning environment that is perceived to be safe by all students and staff.
- Providing deterrent value to students or others who would be less likely to commit acts of violence or violence or vandalism if they know their actions could be observed at any hour of the day or night.
- Establishing evidence and documentation of a crime or violation of a school rule.

Video cameras will not be used to evaluate staff or to monitor staff activities that take place within the course of their duties on campus.

Video cameras may be used in locations as deemed appropriate by the superintendent. Video cameras will be used in areas of the schools where there is no reasonable expectation of privacy, which may include hallways, cafeterias, gymnasiums, parking lots, exits and entrances, and buses. Video cameras will not be used for general surveillance purposes in washrooms, gymnasium or swimming pool locker rooms, changing areas, or showers. Recorded data will be saved for a maximum of 90 days. The district shall notify students, staff, and parents through the calendar-handbook and appropriate signage, or other means of notice determined appropriate by the Superintendent, that video surveillance may occur on district property.

The content of video recordings may become a part of a student's educational record and may be produced as evidence in student administrative discipline conferences and hearings or other proceedings, subject to district policy and procedure concerning student records. At that time, the district shall comply with all applicable state and federal laws related to student record maintenance and retention, as provided in the Family Educational Rights and Privacy Act and the Illinois School Student Records Act.

**Legal Reference: 105 ILCS 5/2-3.12; 5/10-20.22; 5/10-20.23; and 5/27-16**

**105 ILCS 135/1 et seq.**

**820 ILCS 255/1 et seq.**

**Adopted: 4/18/94**

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**Revised: 4/17/2006**

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