



RELATED BOARD POLICY: F26 - SECURITY CAMERAS

WSD PROCEDURE F26-P1

APPROVAL DATE: 4/10/2024



Superintendent Signature

SECURITY CAMERAS

1. **Security camera footage**/recording may only be reviewed by authorized personnel.
2. **Authorized personnel** include any person designated by the Superintendent for one-time or ongoing access with the sole purpose of supporting an active school-initiated investigation. The below positions are currently authorized:
 - a. Superintendent
 - b. School Principals and the Director of Early Learning
 - c. District Liaison Officer (SRO)
 - d. Director of IT
 - e. Director of Finance and Operations
3. **Any review** of camera recordings must be done by two (2) authorized personnel except in a situation where the nature of the emergency prevents the authorized staff member from accessing a second person and if safety will be jeopardized during the wait. In such a situation, the person who accessed the footage on their own must notify the Superintendent as soon as feasible but no later than 24 hours after, along with a description of the situation and a justification for why a second person was not present.
4. **The police** may review camera recordings, when available, to investigate criminal conduct, either by permission of the school district or by court order.
5. **Signs will be placed** at entrances to provide notification of the use of security cameras.
6. **Any person who tampers** with or destroys video security equipment will be subject to criminal proceedings.