

# CARBON CAREER & TECHNICAL INSTITUTE

SECTION: OPERATIONS

TITLE: USE OF VIDEO  
SURVEILLANCE CAMERAS

ADOPTED: November 19, 2015

REVISED:

816.1 USE OF VIDEO SURVEILLANCE CAMERAS	
1. Purpose	The Joint Operating Committee and school officials recognize the need to provide a safe learning environment for students and staff and to protect CCTI property and equipment. Therefore, video surveillance cameras will be used as a security measure throughout CCTI property.
2. Authority	The building principal is responsible for the implementation of safety and security measures and the proper use of video surveillance monitoring systems. The building principal shall coordinate the placement and use of video surveillance systems with the Administrative Director and the Supervisor of Buildings and Grounds.
3. Guidelines	<ol style="list-style-type: none"> <li>1. Signs will be posted in various locations to inform students, staff, and the public that video surveillance cameras are in use.</li> <li>2. Any activities detected through the use of video surveillance cameras that present a breach of security or possible criminal activity will be reported immediately to the building principal.</li> <li>3. The building principal will report such activity to the Administrative Director and shall promptly begin an investigation.</li> <li>4. If it is determined through the investigation that a student has committed an unlawful or unsafe act in violation of school rules, appropriate disciplinary consequences will be administered.</li> <li>5. Any type of activity detected through the use of video surveillance cameras that might constitute a violation of the law will be reported immediately to the appropriate law enforcement agency.</li> </ol>