

SAMPLE NOTICES

Below are the sample notices to advise students, staff and others of the School District's audio and video monitoring equipment:

A. Surveillance Equipment Posting – School Bus

All school buses with audio and video monitoring equipment must notify bus passengers that surveillance is taking place. We strongly recommend that the below notice be prominently posted next to the bus entrance and inside the bus interior:

WARNING

SURVEILLANCE CAMERAS

**YOUR ACTIONS ON THIS BUS ARE MONITORED BY A
VIDEO AND AUDIO SURVEILLANCE SYSTEM.**

DO NOT EXPECT PRIVACY.

B. Surveillance Equipment Posting – School Property

A similar notice should be posted in school building entranceways to advise persons entering the building that audio and video monitoring equipment is being used:

WARNING

SURVEILLANCE CAMERAS

**YOUR ACTIONS INSIDE OF SCHOOL ARE MONITORED
BY A VIDEO AND AUDIO SURVEILLANCE SYSTEM.**

DO NOT EXPECT PRIVACY.

C. Surveillance Equipment Notice Forms

The School District should notify staff, students and parent/guardians about the use of surveillance cameras. Below are alternative notices that can be included in the Student Handbook, Teacher & Support Staff Handbooks, School Calendar, District Website or other District publications:

[Option # 1]

School Bus Surveillance Camera Notice

Staff, students and parents/guardians should be aware that school buses have cameras monitoring bus passengers. The cameras record sound and video images. Camera recordings are reviewed by school officials for discipline and security purposes, and may be provided to the police or used in school disciplinary proceedings. All bus passengers should understand that their actions and words while on school buses will be recorded – and that they should have no expectation of privacy when riding school buses. Riding school buses constitutes consent to audio and video recordings by surveillance cameras.

[Option # 2]

School Building Surveillance Camera Notice

Staff, students and parents/guardians should be aware that the School District has surveillance cameras monitoring various “public areas” on school property, currently including entranceways and the high school cafeteria. The cameras record sound and video images. Camera recordings are reviewed by school officials for discipline and security purposes, and may be provided to the police or used in school disciplinary proceedings. Individuals should understand that their actions and words while in these areas will be recorded – and that they should have no expectation of privacy in these areas.

[Option # 3]

Combined School Bus and Building Surveillance Camera Notice

Staff, students and parents/guardians should be aware that school buses and “public areas” on school property have surveillance cameras monitoring activities in those locations. The cameras record sound and video images. Camera recordings are reviewed by school officials for discipline and security purposes, and may be provided to the police or used in school disciplinary proceedings. Individuals should understand that their actions and words while in these areas will be recorded – and that they should have no expectation of privacy in these areas.