

## **USE OF VIDEO CAMERA ON THE SCHOOL BUS**

The School District of Hartford Joint No. 1 approves the use of video cameras on school buses for the primary purpose of ensuring the health and safety of student bus riders. This purpose will be advanced if the School District can prevent student misconduct, disciplinary problems and vandalism on the school bus, thus allowing the driver to focus his/her attention on the safe operations of the school bus.

Parents shall receive annual notice of the District's policy and procedures for use of video cameras on school buses. Such notice will be included in the parent and student handbooks and in Board policies available for public review and inspection. The school buses will also be posted with signs indicating that video cameras may be in use on that school bus.

The school principals, in conjunction with bus company personnel, will determine the need for video cameras on school buses and the schedule of when such video cameras will be used. The School District will maintain a log of the bus numbers, drivers, routes and dates when video cameras are recording activities on a school bus. Individual bus drivers need not be informed as to the dates and times their school bus is subject to videotaping. The School District will entertain requests from parents, students, bus drivers, teachers and others who are concerned about student conduct or safety issues on the school bus. Although the School District cannot guarantee that a request for videotaping will be honored in every instance, the District will investigate to determine if student conduct has become a problem on a particular school bus route.

Only school administrators and designated bus company personnel will be authorized to view any videotapes made of conduct on a school bus. These tapes will be used to review student behavior on the school bus and to determine if school rules have been violated and which students are involved. The District reserves the right to discipline students who violate school rules or otherwise engage in misconduct while on the school bus or under school authority. The District also reserves the right to use videotapes to document the nature and extent of the student misconduct or rule violation.

The District recognizes the confidentiality of student records pursuant to state and federal law. The District further recognizes that any videotapes created are student records and subject to the protection of state and federal student records laws. The District reserves the right to introduce a videotape at any disciplinary hearing involving student misconduct or rule violations on the school bus, but only as permitted under applicable state and federal law.

As student records, these videotapes are confidential and disclosure or review is limited to those persons authorized by law to inspect student records. A log will be kept of those individuals who view any videotape.

LEGAL REFERENCE: Wis. Statutes  
Sections 118.125, 120.13 (1), 121.52 (1)

CROSS REFERENCE: JO, Student Records