



Policy Section: **School Administration**

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Policy Name: **Video Security Surveillance
for Schools**

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Policy Statement

It is the policy of the Keewatin-Patricia District School Board to utilize video surveillance where it has been demonstrated there is a need on School Board property and on Northwestern Ontario Student Services Consortium buses. This is to ensure the safety of students and staff, provide schools with evidence of destructive acts (i.e., theft or vandalism, etc.), and to monitor unauthorized individuals on Board property.

Rationale

The Keewatin-Patricia District School Board has the responsibility to ensure the safety, security, and well-being of students, staff, and visitors and to protect Board property.

Definitions

For the purpose of this policy and corresponding documents:

“Covert Surveillance” refers to the surveillance where the subject has not been notified of the possibility of surveillance by signage or by any other means.

“Video Surveillance System” refers to a video, physical or other mechanical, electronic, or digital surveillance systems, or device that enables continuous or periodic video

Cross Reference
Municipal Freedom of Information and Protection of Privacy Act
Ontario Human Rights Code
Information and Privacy Commissioner of Ontario
Guidelines for the Use of Video Surveillance (2015)
NWOSSC Operational Procedure 213, Video Cameras
Policies:
321, Safe and Supportive Schools
606, Transportation
801, Use of School Facilities, Grounds and Equipment
Procedures:
314, Video Security Surveillance in Schools
321, Safe and Supportive Schools

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recording, observing, or monitoring of individuals in school buildings, on school premises, and school buses.

“**Record**” means any information, however recorded, whether in printed form, on film, by electronic means, or otherwise.

“**School Community**” refers to students, parents and guardians, volunteers, teachers, community members, other staff members, and all facility users and service providers.

Guidelines

1. Personal information will be collected and disclosed in accordance with the Municipal Freedom of Information and Protection of Privacy Act and the Ontario Human Rights Code.
2. Signage, in accordance with the notification requirements of MFIPPA, will be posted at applicable sites indicating that video surveillance is in use.
3. Cameras will only be used when School and/or Board Administration has indicated that surveillance is necessary.

In determining the need for surveillance, Administration may consider the following:

- a) Safety of students, staff; and visitors;
 - b) A history of incidents;
 - c) The physical circumstances of the school; and
 - d) Whether surveillance would be effective in dealing with or preventing future incidents.
4. Cameras will only be used for the intended purpose.
 - a) Video surveillance cameras will be used to monitor/record for the safety of students and staff.



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- b) Video surveillance records may be used as evidence in any disciplinary action brought against any student arising out of the student's conduct and for the enforcement of school rules.
- c) Video surveillance records may be used as evidence in any investigation brought against any member of the school community.
- d) Video surveillance records may be used as evidence for any criminal act.
- e) Video surveillance shall not be used to monitor employee performance.