

## USE OF VIDEO CAMERA ON THE SCHOOL BUS

The School District of Beloit approves the use of video cameras on the school buses for the primary purpose of reducing disciplinary problems and vandalism on the bus, thereby allowing the driver to focus on the driving of the bus, providing for safer transportation for our students.

Parents shall be notified via the student Code of Conduct that video cameras may are being used on the buses, and a sign shall be placed at the front of each bus indicating that video cameras are being used on that bus.

All buses shall have a front and rear camera. The transportation director and/or safety supervisor shall review video for the purpose of bus driver performance assessment, review of misconduct reports and/or bus driver training.

Only the transportation director, safety supervisor, bus drivers, principals, district administration and Board of Education shall be authorized to view the video for the purpose of documenting a problem, and determining which student(s) may be involved. Disciplinary action may be taken with students based on a video documentation. A student being disciplined based on the viewing of a video recording, and/or their parents(s), may view that isolated segment of the video that documents the incident for which they are being disciplined. The transportation director or district administrator shall view the video with the student and/or parent(s) and document the date and the names of all individuals viewing the video. Where criminal action may be involved, videos are not to be shown until appropriate legal authorities have been contacted.

The video shall not be available for viewing by the public in general, employees in general, media, or other individuals. The principals or district administrator may authorize other individuals, such as the guidance counselor, school psychologist or social worker, to view segments of a specific video, if such individuals are working with the student on the video because of a behavior, emotional, or learning problem, and viewing the video is beneficial to their role in assisting the student. A log shall be kept of the date and names of the individuals viewing the video.

If there are no bus problems pertaining to the date a video was recorded, the video may be erased or reused after 10 school days.

Any disciplinary action as a result of administrative review of the video shall be in accordance with school policy and state statutes.

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