

NIPISSING-PARRY SOUND CATHOLIC DISTRICT SCHOOL BOARD

MONITORING ON SCHOOL BUSES

S 10.1
NPS 226-01

POLICY:

It shall be the policy of the Nipissing-Parry Sound Catholic District School Board to allow the use of video cameras on school buses under controlled conditions to monitor student behaviour and driver performance to ensure safety on school buses.

ADMINISTRATIVE REGULATIONS:

1. School buses may be equipped with video boxes. Cameras may be used on a periodic basis. Neither the bus driver nor students will be advised when cameras are recording.
2. All school buses equipped with a video box will have a sign, in a conspicuous location, which notifies riders that their actions and conversations may be recorded on videotape.
3. Cameras are to be used and maintained by the bus operator supervisor. They will be used only for the purpose of student/driver monitoring. The bus operator supervisor will keep a daily log of cameras and tapes, noting the bus route, the date and the time of the run whenever a camera is in use.
4. The Manager of the Student Transportation Services and/or the bus operator supervisor may decide to use a camera on a specified run.
5. Recorded video tapes will be kept for a minimum of five (5) school days and locked in a storage cabinet in a secure area of the bus operator's premises. If, after that time, no incidents have been reported, the tapes may be returned into rotation schedule.
6. Viewing of the recorded tapes is restricted to the Manager of Student Transportation Services (and/or designate), the principal of the school concerned (and/or designate), the Bus Operator Supervisor (and/or designate) and/or the Supervisory Officer concerned, for the purpose of determining whether disciplinary action is required.
7. If disciplinary action is warranted, parents/guardians or the student may view the tapes only if the student is the only subject on the video tape or written permission has been obtained from all the parents/guardians of all other students on the video tape. Only the Manager of Student Transportation Services (and/or designate) may show the tapes to parents when requested.
8. Upon written request, Student Transportation Services will provide a written summary of the taped incident to a student pictured on a tape or to the student's parents/guardian.
9. Recorded video tapes revealing unlawful actions may be brought to the attention of law enforcement agencies.