



NIPISSING-PARRY SOUND STUDENT TRANSPORTATION SERVICES

Section Transportation – Student Safety	Revised July 31, 2012
SS – 011 Use of Video Cameras	
General Statement	Discipline on board the school bus is ultimately a safety issue, as student misconduct can be distracting to the driver. As the health and safety of students in the Nipissing and Parry Sound Districts is a high priority at all times, the Nipissing-Parry Sound Student Transportation Services (NPSSTS) may use video cameras on school buses in accordance with the guidelines outlined herein and in the related Procedures document (Appendix A).
Operational Procedure	<ol style="list-style-type: none"> 1. All school buses equipped with video cameras must have a sign prominently displayed next to the camera which advises riders their actions and conversations may be recorded. 2. Parents/guardians and students will be advised of this guideline and that video surveillance systems may be in use on school buses, as outlined in Appendix A. 3. The General Manager of NPSSTS (or designate) has sole discretion to authorize video camera recording on any of the buses equipped with such devices. 4. Principals and operators may request in writing that video camera recording be activated on any particular route(s) as part of monitoring student misconduct or other specific incidents. 5. Neither NPSSTS nor the operator is required to advise the principal, the school, the bus driver, the guardians, or the students of when video cameras are recording. 6. All records will be securely stored for a limited length of time with access only to authorized personnel; details of record storage, retention, and access are outlined in Appendix A. 7. Parents/guardians and students may receive a written summary of a record, following a written request for such. They may view a record if they are the only subject or as otherwise regulated by the Acts as outlined in Appendix A. 8. Exceptions to the guidelines set out herein and in the related Procedures document are at the discretion of the applicable Director of Education (or designate), and NPSSTS must be advised in writing of any such exceptions.