

Book	Policy Manual
Section	800 Operations
Title	Transportation - Video/Audio Recording
Number	810.2
Status	Active
Legal	<a href="#">1. 75 Pa. C.S.A. 102</a> 3. Pol. 113.4 4. Pol. 216 <a href="#">5. 18 Pa. C.S.A. 5704</a> <a href="#">24 P.S. 510</a> Pol. 218 Pol. 805.1 Pol. 810
Adopted	September 28, 2015
Last Reviewed	July 11, 2016

### **Purpose**

The use of video and audio recording equipment supports efforts to maintain discipline and to ensure the safety and security of all students, staff, contractors and others being transported on district-owned, operated, or contracted school buses or school vehicles.

### **Definitions**

**School bus** means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.[\[1\]](#)

**School vehicle** means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.  
[\[1\]](#)

### **Authority**

The Board authorizes the use of video and audio recording on school buses and school vehicles.[\[5\]](#)

The Board prohibits the use of audio recording on any school bus or school vehicle that is not being used for a school-related purpose.[\[5\]](#)

### **Delegation of Responsibility**

The Board directs the Superintendent or designee to ensure that:

1. Each school bus and school vehicle that is equipped with video and audio recording equipment contains a clearly posted notice informing drivers and passengers of the potential for video and audio recording.[\[5\]](#)
2. Parents/Guardians and students are annually informed, by letter mailed to the students' home addresses, of the policy authorizing video and audio recording on school buses and school vehicles.[\[5\]](#)

### **Guidelines**

The district shall comply with the provisions of federal and state law and regulations regarding student record requirements as applicable to the district's use and disclosure of recordings. Recordings considered part of a student's educational record shall be maintained in accordance with established student record procedures governing access, review and disclosure of student records.[\[3\]](#)[\[4\]](#)

Last Modified by Michele Zimmerman on July 19, 2016