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|---------------|----------------------------------------|
| Book          | Policy Manual                          |
| Section       | 800 Operations                         |
| Title         | Transportation - Video/Audio Recording |
| Code          | 810.2 - Retire                         |
| Status        | Administrative Review                  |
| Last Reviewed | January 22, 2021                       |

## **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 school-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. 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 Joint Operating Committee authorizes the use of video and audio recording on school buses and school vehicles for disciplinary and security purposes.**[\[2\]](#)

**The Joint Operating Committee prohibits the use of audio recording on any school bus or school vehicle that is not being used for a school-related purpose.**[\[2\]](#)

## **Delegation of Responsibility**

**The Joint Operating Committee directs the Director 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.**[\[2\]](#)
- 2. This policy is posted on the school's publicly accessible website.**[\[2\]](#)
- 3. Each school year, this policy is included in the student handbook and in any other school publication that sets forth the comprehensive rules, procedures and standards of conduct.**[\[2\]](#)

## **Guidelines**

**The school shall comply with the provisions of federal and state law and regulations regarding student record requirements as applicable to the school'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.**[\[3\]](#)[\[4\]](#)

|       |                       |
|-------|-----------------------|
| Legal | 1. 75 Pa. C.S.A. 102  |
|       | 2. 18 Pa. C.S.A. 5704 |
|       | 3. Pol. 113.3         |
|       | 4. Pol. 216           |
|       | 24 P.S. 1850.1        |
|       | Pol. 218              |
|       | Pol. 805.1            |
|       | Pol. 810              |