

PLAINFIELD PUBLIC SCHOOLS
BUS CAMERA POLICY

In order to provide a safe environment and assist bus drivers with the monitoring of student behavior on school buses the Plainfield Board of Education has agreed to support an electronic surveillance program through the use of the video camera. A posted warning will alert them to the possibility.

BUS CAMERA PROCEDURES

1. The tape(s) will be removed if needed after the drivers have left in order to support the anonymity of the program.
2. The tape(s) will immediately be labeled including the date, bus number, driver's name(s), times of runs and the schools represented in the sample.
3. If a tape is needed in the solution of a student disciplinary matter, the transportation supervisor will review the tape and forward the tape to the appropriate school administrator if any possible infraction is found. The administrator will determine who else may review the tape depending on the circumstances of the case. The parent/guardian of a child receiving disciplinary action may review the applicable portion of the tape upon request. If a tape is needed in the solution of an employee matter, the tape will be reviewed by the transportation supervisor and/or the appropriate supervisor.
4. Tapes which are used as evidence in a disciplinary matter will be kept on file according to the district records procedures.
5. A posted warning near the camera box will alert passengers about the electronic monitoring on the bus.

Adopted: 02/09/04

Revised: 12/11/02

Revised: 12/13/06