

Closed Circuit Television Cameras (CCTV) Policy

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| <i>Issued</i> | <i>May 2018</i> | <i>Replaces</i> | <i>2008</i> | <i>Revision due</i> | <i>May 2021</i> |
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STATEMENT OF POLICY

We are committed to the promotion of a safe and secure environment for all of those within the College Community.

INTRODUCTION

This policy addresses Ryan Catholic College's commitment in providing a safe and secure environment for the College community.

RATIONALE

The primary aim of installing and using CCTV is to enhance the safety and security of the College Community, protect College property against destructive acts and help identify perpetrators of crimes and anti-social behaviour. In this, the College recognises the need to ensure a balance between the individual's right to be free from invasion of privacy and the duty to promote a safe environment for all staff and students and the protection of property.

POLICY DIRECTIVE

1. CCTV is installed and used ethically across the College for the protection of the entire College community and property.
2. The College will establish and implement a process for managing, securing, accessing and storing the recorded information.
3. Ryan Catholic College will demonstrate compliance with privacy and legislative requirements.
4. Personal information contained on the recordings shall not be used or disclosed for purposes other than those for which it was collected, except with the consent of the individual or as required by law.
5. CCTV is prohibited for use in:
 - monitoring of work performance of staff and students
 - toilets, shower and change rooms or staffrooms.

DEFINITIONS AND REFERENCES

- CCTV – Closed Circuit Television
- Queensland Catholic Education Commission (QCEC) “*Workplace Surveillance*” PowerPoint, 2017