



# RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street

≈

Spring Green, Wisconsin 53588

≈

Phone: 608-588-2551

751.4

## **Use of Cameras or Recording Devices on School Buses or other Authorized Vehicles**

The River Valley School District approves the use of cameras or recording devices on school buses or other authorized vehicles for the primary purpose of reducing disciplinary problems and vandalism on the bus, thereby allowing the driver to focus on the driving of the bus and providing for safer transportation of students.

Parents shall be notified once a year via student handbooks and the annual "Back to School" newspaper publication that cameras or recording devices are being used. A sign shall be placed at the front of each bus indicating that cameras are present.

For the purpose of documenting a problem and determining which students may be involved, the bus company manager, bus drivers, and administrators of the district shall be authorized to review the recording. Disciplinary action may be taken with students based on video documentation. The isolated segment of the recording that documents the incident may only be reviewed by a student identified as being involved in an altercation and/or his/her parent/guardian. The bus company designee or school administrators shall review the recording with the student and/or parent/guardian and document the date and names of all individuals reviewing the recording.

The recording shall not be available for review by the public in general, the media or other individuals. The school administration may authorize other school personnel who have a legitimate educational interest in viewing segments of a specific recording. A log shall be kept of the date and names of the individuals viewing the recording.

The bus company or school district will keep recordings for a minimum of 30 days. If there was a problem recorded, that recording will be kept until approved by River Valley Administration to re-use.

LEGAL REF.: Wis. Statutes Section 118.25

CROSS REF.: Policy #347 - Student Records  
Policy #751.3 - Bus Rules and Regulations  
(NEW) Video Surveillance and Electronic Monitoring

APPROVED: July 13, 1995

REVISED: February 12, 2015

APPROVED: April 9, 2015