



# EAST ALLEGHENY SCHOOL DISTRICT

Mr. Donald MacFann                      Superintendent of Schools

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March 2, 2016

## **Re: East Allegheny School District/Video/Audio Recording Policy**

Dear Parent/Guardian:

The East Allegheny School District has adopted a policy for the use of video and audio recording equipment in order to ensure the safety and security of all students, staff, and others being transported on district owned, operated or contracted school buses or school vehicles.

Each school bus and school vehicle equipped with video and audio recording equipment contains a clearly posted notice informing drivers and passengers of the potential for video and audio recordings.

This policy allows audio and video recordings to be reviewed by school administrators to determine whether disciplinary actions are appropriate. These recordings, if capturing inappropriate behavior, may be used at conferences with parents/guardians, students, bus contractors, drivers and employees as evidence at student disciplinary proceedings and may be turned over to law enforcement officials when appropriate.

The School District's policy prohibits the use of audio recordings on any school bus or school vehicle not being used for school related purposes.

A complete copy of the East Allegheny School District policy regarding transportation-video/audio recording can be obtained by writing or emailing the school.

The East Allegheny School District believes this policy provides a safer school bus environment and helps ensure a safe ride for all students.

Respectfully,

A handwritten signature in black ink that reads "Don MacFann".

Donald MacFann  
Superintendent