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CCTV Recording of Children Guidance Policy

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Policy written by Lucy Prew - Centre Manager

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Drafted - 1st April 2013 (to be reviewed every three years or on reflection of breach of policy)

Date Review

Our CCTV systems record the full workings life of a day in the Centre, with footage of each individual class rooms, and multi-purpose suites.

CCTV is in place to represent, the highest level of security for our staff, children and parents.

The Recorded Footage is visible to only senior management and security team members, who have all been vetted by British standards for safety with Children. The hub of the CCTV footage is in the view of The Centre Head, Miss Lucy Prew who is responsible for responding to inappropriate events occurring throughout the centre, or involving herself in practices of teaching and learning Staff members.

Recorded Footage is disposed of, with no proprietor holding remaining access to this.

Each parent will be requested to sign a disclaimer, alongside any photographic or video footage of their child whilst in the Centre environment.