

Comfort Independent School District School Bus Video Camera Guidelines

Purpose

The transportation of students to and from school is an important function of the school district. Transportation by the school district is a privilege, not a right. The behavior of students on the bus is a significant factor in the safety and efficiency of school bus transportation. Student misbehavior increases the potential risks of injury. In an effort to help maintain a safe and orderly bus, all primary route Comfort ISD buses will be equipped with video and audio surveillance cameras, which allowed under Section 26.009 of the Texas Education Code. Substitute buses which are used when primary buses are unavailable are not currently equipped with video/audio surveillance cameras.

Use and Viewing of Recording

Students should be aware that their actions and communication could be recorded at any time, and recordings of inappropriate behavior may be used for disciplinary purposes. Video of such an act becomes that student's education record. A video is not an education record of students who are merely present when an incident takes place.

If more than one student is involved in an incident captured on video, the video is the education record of each student involved in the incident. Since a video cannot be easily redacted, the video may be *viewed* by any parent whose child is involved in the incident. The District will not release a video that contains the images of other students, unless each parent of each minor child involved in the incident contents to the release.

Video recordings may be viewed by appropriate school district personnel randomly at any time, or when discipline problems on the bus have been brought to the District's attention. Recorded information will not be made public unless required by law.

Retention of recordings

Recordings will be kept on a rolling 80-hour basis. Recordings that contain a known education record will be kept in accordance of state and local document retention laws and District policy.