

Five Acres High School Addendum to the Use of CCTV Procedure

This addendum sets out the school specific elements required by the school to comply with the GLT Data Protection Policy and GLT CCTV Use Procedure.

This addendum will be regularly reviewed and was last reviewed in February 2024.

Named member of staff with responsibility for managing the CCTV system

Ian Brace – Site Manager

Other members of staff with explicit permission to view CCTV images

Simon Phelps (Headteacher)

Paul Ogden (Deputy Headteacher)

School Data Protection Lead

Arwen Spicer

System Provider

This system is provided by MJ Security and operates with all cameras being hardwired.

Periods of Operation

The CCTV system is designed to be in operation 24 hours each day, every day of the year, though the school does not guarantee that it will be working during these hours. Signage is in place alerting site users that CCTV is in operation.

Length of time Images will be routinely stored

28 Days

Location and type of camera

This information is available on request.