**CCTV POLICY**

**Help for non-English speakers**

If you need help to understand the information in this policy, please contact the school office on (03) 9546 9210.

Harrisfield Primary School is guided by the Department of Education guidelines regarding CCTV in Schools.

**Refer to the following site to access the DE CCTV in Schools- Installation and Management Policy**

<https://www2.education.vic.gov.au/pal/cctv-in-schools/policy>

**Refer to the following site to access the DE School’s Privacy Policy**

<https://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>

**Refer to the following site to access the DE** **Photographing, Filming and Recording Students Policy**

<https://www2.education.vic.gov.au/pal/photographing-students/policy>

**Refer to the following site to access the DE Crime Prevention in Schools Policy**

<https://www2.education.vic.gov.au/pal/crime-prevention-schools/policy>

**COMMUNICATION**

This policy will be communicated to our school community in the following ways:

* Available publicly on our school’s website where applicable
* Saved on COMPASS under School Documentation
* Included in staff induction processes, staff training and child safety training processes
* Discussed at staff briefings/meetings as required
* Discussed at parent information nights/sessions where applicable
* Included as annual reference as a COMPASS notification if required
* Made available in hard copy from school administration upon request.

**POLICY REVIEW AND APPROVAL**

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| Policy last reviewed | 20th March 2025 |
| Next scheduled review date | March 2025 |