



GLOUCESTER  
ACADEMY

# Gloucester Academy

## **Addendum to the Use of CCTV Procedure**

Gloucester Academy is part of the Greenshaw Learning Trust.

The Greenshaw Learning Trust is a charitable company limited by guarantee registered in England and Wales, company number 7633694, registered at Greenshaw Learning Trust, ORU Sutton, Throwley Way, Sutton, SM1 4AF.

## **Gloucester Academy 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 on 22nd February 2024 by the Headteacher.

### **Named member of staff with responsibility for managing the CCTV system**

- Paul Fowler
- Nathan Emery

### **Other members of staff with explicit permission to view CCTV images**

- Phillipa Lewis - Headteacher
- Will Meldrum - Deputy Headteacher

### **School Data Protection Lead**

- Yvonne Lloyd

### **System Provider**

This system is provided by MJ Security and operates wired.

### **Periods of Operation**

The CCTV system is designed to be in operation 24 Hours / All year around, 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**

Camara's are all around and in the building. These don't record sound and we don't install any cameras in the toilets.