



Scott Medical and Healthcare College

Addendum to the Use of CCTV Procedure

Scott Medical and Healthcare College 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.

Scott Medical & Healthcare College 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 10th January 24 by the headteacher.

Named member of staff with responsibility for managing the CCTV system

- Rob Bromidge

Other members of staff with explicit permission to view CCTV images

- Anita Frier
- Simon Kelly
- Adam Church
- John-Paul Postlethwaite
- Karen Merricks
- Matthew Oakes

School Data Protection Lead

- Kayleigh King
- Bev Findlay
- Rob Bromidge

System Provider

This system is provided by Stoke Damerel Community College IT Department and operates wired.

Periods of Operation

The CCTV system is designed to be in operation 24 hours a day, 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

Camera Type	Internal / External	Description	Sound	Swivel / Fixed
Dome	I	First floor corridor, 6th form study area	N	F
Dome	I	First floor gym	N	F
Dome	I	First floor corridor outside the gym	N	F
Dome	I	First floor north stairwell	N	F
Dome	I	First floor south stairwell	N	F
Dome	I	First floor toilets	N	F
Dome	I	Ground floor atrium facing student reception	N	F
Dome	I	Ground floor atrium facing corridor	N	F
Dome	I	Ground floor rear fire exit and south stairs	N	F
Dome	I	Ground floor north stairs	N	F
Dome	I	Reception Front facing main entrance	N	F
Dome	I	Ground floor entrance to SDCC	N	F
Dome	I	Ground floor toilets	N	F
Dome	E	External courtyard facing SDCC	N	F
Dome	E	External front right of the school	N	F
Dome	E	External covering doors to plant room	N	F
Dome	E	Left side of school covers bicycle lockers	N	F
Dome	E	Rear gate	N	F
Dome	I	Second floor long corridor	N	F
Dome	I	Second floor long corridor	N	F
Dome	I	Second floor north stairwell	N	F
Dome	I	Second floor south stairwell	N	F
Dome	I	Second floor toilets	N	F
Dome	E	External Front of the school	N	F
Dome	I	Reception facing away from the main entrance	N	F