



Park House School

Addendum to the Use of CCTV Procedure

Park House School is part of the Greenshaw Learning Trust.
The Greenshaw Learning Trust is a charitable company limited by guarantee registered in England and Wales,
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Park House 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 on 5/03/2025 by the Headteacher.

Named member of staff with responsibility for managing the CCTV system

IT Manager

Other members of staff with explicit permission to view CCTV images

- Senior Leadership Team
- Heads of Year
- Safeguarding Team
- Office and Reception Staff
- IT Department
- Site Manager

School Data Protection Lead

Head's PA and Office Manager

System Provider

This system operates wired

Periods of Operation

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

30 days

Location and type of camera

Camera's are all around the site covering communal areas and in the building. These don't record sound and we don't install any cameras in the toilets.