

THE SCHOOL DISTRICT OF PHILADELPHIA

No. 810.2

SECTION: 800 Operations

TITLE: Transportation -
Video/Audio Recording

ADOPTED: November 16, 2017

REVISED: June 25, 2020

810.2 TRANSPORTATION - VIDEO/AUDIO RECORDING

Purpose

The Board of Education ("Board") aims to ensure the highest level of safety and security of all students, staff, contractors, and others being transported on District-owned, operated, or contracted school buses or school vehicles. The purpose of this policy is to allow for the use of video and audio recording equipment on these vehicles and to provide guidelines to ensure proper use and notice.

Definitions

For purposes of this policy, terms are defined as follows:

School bus: A motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of pre-primary, primary, or secondary school students to or from public, private, or parochial schools or events related to such schools or school-related activities. [1]

School vehicle: A motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary, or secondary school students while registered by or under contract to the District. The term includes vehicles having chartered, group, and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children. [1]

Authority

In accordance with state law, the Board authorizes the use of video and audio recording on school buses and school vehicles for disciplinary and security purposes. Likewise, the Board prohibits the use of audio recording on any school bus or school vehicle that is not being used for a school-related purpose.[2]

Delegation of Responsibility

The Board directs the Superintendent or designee, through the Department of Transportation

Services, to:

1. Develop administrative procedures to implement this policy, including the following:
 - a. Retention and maintenance of video/audio recordings; and
 - b. Use and disclosure of recordings.
2. Ensure that each school bus and school vehicle that is equipped with video and audio recording equipment contains a clearly posted notice informing drivers and passengers of the potential for video and audio recording. [2]
3. Post the policy on the District's publicly accessible website. [2][3]
4. Include the policy annually in the Bus Behavior Guidelines and Bus Driver Manual and in any other District publication that sets forth the comprehensive rules, procedures, and standards of conduct.[2]

Mandatory Regulatory Procedures

The District shall comply with the provisions of federal and state laws and regulations regarding student record requirements as applicable to the District's use and disclosure of recordings. Recordings considered part of a student's educational record shall be maintained in accordance with established student record procedures governing access, review, and disclosure of student records. [4][5]

Legal References

1. [75 Pa. C.S.A. § 102](#)
2. [18 Pa. C.S.A. § 5704](#)
3. [24 P.S. § 5-510.2](#)
4. [Policy 113.4 - Confidentiality of Special Education Student Information](#)
5. [Policy 216 - Student Records](#)

Related Information

[24 P.S. § 5-510](#)

[Policy 218 - Student Conduct and Discipline](#)

[Policy 805.1 - Relations With Law Enforcement Agencies](#)

[Policy 810 - Transportation](#)

[Philadelphia Home Rule Charter - 12-300](#)