*Adopted: Cyber Village Academy Policy 528*

**528 RECORDING AND EAVESDROPPING**

**I. PURPOSE**

The purpose of this policy is to protect the safety and privacy of students by prohibiting certain kinds of recordings and electronic eavesdropping. Recordings and eavesdropping by their nature capture images and sounds of students other than the one student that the recorder might wish to capture.

**II. GENERAL STATEMENT OF POLICY**

1. Students, parents, guardians and other visitors are allowed and encouraged to take photographs and make audio and video recordings of the school’s public performances, meetings and events.
2. The parents/guardians of students who participate in the school’s public events give implicit permission for such recordings to be made.
3. Other than such public performances, parents, guardians and visitors are prohibited from making photographic, video or audio recordings of students and classrooms without the permission of the school.
4. Students shall not photograph, record video or record audio of other students or school employees on school property, on a school bus, or at school-sponsored activities without their knowledge and consent, except for activities considered to be in the public arena (e.g. public meetings, public performances, public meetings, sporting events).
5. Students shall not e-mail, text, post to the internet or social media, or otherwise transmit images of other individuals taken at school without their expressed consent.
6. Parents, guardians and any other individuals who make recordings shall not post to the internet or social media, or otherwise transmit images of other individuals taken at school without the expressed consent of each child’s parents.
7. Individuals may not use electronic eavesdropping or monitoring devices, with or without recording, without the permission of the school.

**III. SCHOOL RIGHTS**

1. The school may take photographs, make audio recordings or make video recordings of students or employees with or without their consent for purposes of safety, security, marketing, professional development or other reasonable purpose related to the function of the school.
2. Such recordings may be used for marketing purposes only with the permission of the child’s parents, either specific to the particular recording or by means of the opt-out procedure that is part of registration at the school.
3. The school will not record employees without their permission except when necessary to protect the safety and security of the school, its students or other employees, or equipment.
4. The school shall not post photographs, audio recordings or video recordings on public social media if such recordings include students who have opted out of allowing their image to be used for marketing purposes. The school may post recordings to internal or password protected sites for purposes of safety, security or professional development.
5. The school may install and operate audio and video recording devices on its school buses. The school shall place a sign or signs conspicuously on the bus notifying riders that their conversations or actions may be recorded.

***Legal References:*** MS 626A

MS 121A.585