

Blaise High 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 02/11/2022 by the Headteacher.

Named member of staff with responsibility for managing the CCTV system

Jade Bristow

Other members of staff with explicit permission to view CCTV images

- Nat Nabarro (Headteacher)
- Bailey Skelton (IT Network Manager)

School Data Protection Lead

Jenna Starr

System Provider

This system is provided by Balmoral and operates wired/*wirelessly. * If wirelessly, add Where wireless communication takes place between cameras and a receiver, signals shall be encrypted to prevent interception.

Periods of Operation

The CCTV system is designed to be in operation for school staff from 8am to 4pm Monday to Friday (term time only) BAM STAFF HAVE ACCESS 24 HOURS A DAY AND 7 DAYS PER WEEK 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

14 Days

Location and type of camera

CAMERA TYPE	LOCATION	SOUND	RECORDING CAPACITY	SWIVEL / FIXED
CCTV	C01 (EX1) O/S Leisure Centre Car park	N	Y	F
CCTV	C01 (EX2) O/S Leisure Centre Car park	N	Y	F
CCTV	C01 (EX3) O/S Leisure Centre Car Park	N	Y	F
CCTV	C01 (EX4) O/S Leisure centre Car Park	N	Y	F
CCTV	C02 (EX1) O/S Front of School	N	Y	F

CCTV	C02 (EX2) Grass at front of school	N	Y	F
CCTV	C02 (EX3) O/S Pathway to Reception	N	Y	F
CCTV	C02 (EX4) O/S Pathway to Reception area	N	Y	F
CCTV	C03 (EX1) O/S Rear view of school	N	Y	F
CCTV	C03 (EX2)O/S Rear view of school	N	Y	F
CCTV	C03 (EX3)O/S Side view of Astro	N	Y	F
CCTV	C03 (EX4) O/S pathway	N	Y	F
CCTV	C04 (EX1) O/S Basketball Courts	N	Y	F
CCTV	C04 (EX2) O/S Playground and side view of Minibus bay in staff car park	N	Y	F
CCTV	C04 (EX3) O/S Mini Bus bay and staff car park	N	Y	F
CCTV	C04 (EX4) O/S Entrance to sports Hall and partial staff car park	N	Y	F
CCTV	C05 (EX1) O/S Leisure Centre pathway	N	Y	F
CCTV	C05 (EX2) O/S Leisure Centre Grass area	N	Y	F
CCTV	C05 (EX3) O/S Slight sight of astro and leisure centre path.	N	Y	F
CCTV	C05 (EX4) O/S Astro	N	Y	F
CCTV	C06 (EX1) O/S Rear of building with bench area	N	Y	F
CCTV	C06 (EX2) O/S Grass area	N	Y	F
CCTV	C06 (EX3) O/S Rear Bike Lockers	N	Y	F
CCTV	C06 (EX4) O/S Side of Building	N	Y	F
CCTV	C07 Green Corridor Stairwell	N	Y	F
CCTV	C08 Blue Corridor - Admin End	N	Y	F
CCTV	C09 Leisure Centre Reception	N	Y	F
CCTV	C10 Leisure Front office	N	Y	F
CCTV	C11 Blue Corridor - Mid to Stairs	N	Y	F
CCTV	C12 Red Corridor Mid to Atrium	N	Y	F
CCTV	C13 Green Corridor - Middle	N	Y	F
CCTV	C14 Blue Corridor - Stair End	N	Y	F
CCTV	C15 Atrium	N	Y	F
CCTV	C16 Atrium Courtyard End	N	Y	F
CCTV	C17 Leisure Sports Hall Corridor	N	Y	F
CCTV	C18 FF Corridor	N	Y	F

CCTV	C19 Red Stairwell	N	Y	F
CCTV	C20 Yellow Corridor Hall	N	Y	F
CCTV	C21 Red Corridor Atrium End	N	Y	F
CCTV	C22 Red Corridor Stair End	N	Y	F
CCTV	C23 Red Corridor Library End	N	Y	F
CCTV	C24 Blue Corridor Courtyard	N	Y	F
CCTV	C25 School Reception	N	Y	F
CCTV	C26 Blue Stairwell	N	Y	F
CCTV	C27 Vending Area	N	Y	F
CCTV	C28 Yellow Corridor Dram	N	Y	F
CCTV	C29 Green Corridor to Courtyard	N	Y	F
CCTV	C30 Green Stairwell	N	Y	F