



CCTV Notice

Kelford School uses CCTV to monitor visitors on both the front and rear gate. The legal reasons for this are:

- to ensure the safety of both the pupils and staff
- to make sure we can identify who is coming on to school premises.

The footage is recorded and kept for 90 days and access to this is restricted to authorised people only.

Individuals have the right to request access to CCTV footage relating to themselves under the Data Protection Act. All requests should be made in writing to the Headteacher. People submitting requests will be asked for information so the correct footage can be found e.g. time, date, location. The school has the right to deny requests under certain circumstances e.g. if the footage is being used for an ongoing criminal investigation.

More information relating to CCTV can be found in the Trust policy which is available on the website www.nexusmat.org or hard copies available on request.