

Fun 4U Club

6. CCTV. Policy

Principle

We aim to provide a safe, secure, environment that is welcoming to all who enter. Where deemed necessary to increase the security in a facility we may install CCTV equipment, giving us a visual presentation of any circumstances that may arise.

Statement of intent

We are committed to providing the highest standard of secure in a nonintrusive manner. We will always take in to consideration the privacy of our staff and the children in our care.

Procedures

- Cameras should be placed giving a view of all external entrance and exit areas.
- There will be on cameras placed in the toileting areas or the staff room and locker areas.
- All images will be held in accordance with the Data Protection act 1998, please refer to this policy for more information.
- All images will be held for a set period of time before being permanently deleted.
- At no time should any images be released to a third party without management's authorisation.
- If an allegation should arise, the images surrounding the time of the allegation will be made available to all parties involved in any official investigation of this allegation.