

**TEMECULA VALLEY CHARTER SCHOOL  
BOARD POLICY**

**Section 3000 Business and Non Instructional Operations**

**3009 SECURITY SYSTEM/IT POLICY**

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**Board Action: APPROVED**

**Effective Date: 11-2-2015**

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Temecula Valley Charter School implements a digital security system. This system provides for the monitoring/surveillance of school property and recording thereof.

1. All systems and recorded information are TVCS property and TVCS retains the right to inspect the system and the recorded material at any time.
2. Personal use of system or the recorded material by any TVCS staff member, student or parent, other than the Executive Director/Principal or Dean of Students, is strictly prohibited.
3. Use of the security system and the recorded material for any purpose other than school-related business is prohibited.
4. The Executive Director/Principal or Dean of Students will manage the surveillance system and monitor recorded material periodically to be sure that the equipment is being used for business purposes. TVCS retains will retain a copy of all recorded material for a period of thirty (30) days, unless there exists extenuating circumstances as determined by TVCS. System security features, including passwords and recorded material delete functions, do not neutralize TVCS' ability to access recorded material. Individuals recorded on the security system do not have an expectation nor any right of privacy in the information, material, or images contained in any system used by TVCS.