



SURVEILLANCE POLICY & ACKNOWLEDGEMENT

This Policy covers the use of the following video and camera surveillance devices within Premiere Aesthetics Institute's premises.

It is school policy that:

- Appropriate video surveillance will be conducted for the purpose of:
 - o Providing safety and security to students and staff within the school
 - o Preventing and assisting in the identification of criminal behavior or policy violations
- Surveillance activities conducted by the school are active 24 hours a day, 7 days a week to enable the school to monitor and safeguard student wellbeing, school considerations for staff, students and visitors, and the protection of school assets.
- Students and staff will be notified prior to the implementation of new forms of surveillance equipment or procedures.
- Surveillance records are maintained by the school's administrative staff under the direction of the school's ownership.

All surveillance records made as a result of surveillance conducted under this policy are not used, distributed or disclosed unless that use, distribution or disclosure is:

- In conjunction with academic or employee policy violation documentation, including written warnings, student/staff counseling, employee/employer counseling, up to and including termination from school programs or employment.
- In the course of legal or criminal proceedings.

I acknowledge that I have read, understand, and give my consent to Premiere Aesthetics Institute's Surveillance policy.

Student Name: _____ **Date:** _____

Student Signature: _____