



Archbishop Tenison's

CHURCH OF ENGLAND HIGH SCHOOL

27th September 2024

Dear Parents and Carers

Installation of CCTV

We are writing to inform you about the recent installation of a closed-circuit television (CCTV) system. This decision has been made to enhance the safety and security of students, pupils, staff, and visitors.

Purpose of the CCTV System

The primary objectives of our CCTV system are as follows:

- **Safety:** To protect students, pupils, staff, and visitors from harm to their person and property
- **Crime Prevention:** To assist in preventing and detecting crime, and to support law enforcement in identifying and apprehending offenders
- **Accident Investigation:** To help establish the cause of accidents and adverse incidents, thereby preventing reoccurrences
- **Overall Management:** To assist in the effective management of the school environment

Key Facts

- **Privacy Considerations:** We acknowledge that CCTV systems can be privacy intrusive. Therefore, cameras have been strategically placed to ensure that they are not hidden from view, and they do not monitor areas where individuals would have an expectation of privacy, such as toilets and changing rooms
- **Visibility:** Warning signs indicating areas under CCTV surveillance are prominently displayed throughout the school
- **Data Protection:** The system complies with the Data Protection Act and the Information Commissioner's Code of Practice. Recorded footage is securely stored and automatically overwritten after 30 days
- **Access Control:** Access to CCTV data is strictly controlled, and only authorised personnel are permitted to view footage
- **Incident Retention:** Images will only be retained long enough to investigate any incidents. In the absence of a compelling need, footage will not be kept for longer than six months.

Complaints and Inquiries

We understand that you may have questions about the CCTV system, if so, please do not hesitate to contact Mr Parrish, Headteacher in writing via patoheadteacher@archten.croydon.sch.uk.

We believe that this CCTV system will contribute positively to the school environment, enhancing safety and security for everyone.

Thank you for your support and cooperation.

Yours sincerely

Mr Winter

Senior Assistant Headteacher, Croydon CR0 5JQ • Tel: 020 8688 4014

www.archten.croydon.sch.uk

Headteacher: Richard Parrish MA (Oxon)