



Mindarie  
Primary School

CCTV Policy

## Background

CCTV has been implemented at Mindarie Primary School as an additional layer of protection to keep students, staff and visitors safe when on site. A request was initially made by the P&C in 2022 after repeated instances of minor vandalism and loitering on weekends.

An application for CCTV at Mindarie was approved by the Department of Education in March of 2023 and installed by *SecureX* in July. Mindarie's CCTV system complies with the *Surveillance Devices Act (1998) WA* and was approved by the school's P&C, School Board and Mindarie Staff. MPS's CCTV system has been registered with [Cam-MAP WA](#).

## Purpose

CCTV at Mindarie has been installed for the following reasons:

- to prevent and verify incidents of criminal behaviour of anyone on school grounds, such as damage to school property after hours
- to verify and prevent incidents of inappropriate, anti-social or dangerous behaviour from students, staff or visitors
- to verify allegations of suspected inappropriate, anti-social or dangerous behaviour from students, staff or visitors
- to deter negative behaviours from students
- to assist Police

CCTV Cameras are not:

- hidden
- recording public spaces
- located indoors or in private areas such as toilets, classrooms, or staff rooms
- used to monitor student or staff work performance
- used to record audio

## CCTV System Specifications

For security reasons, Mindarie's CCTV system is not *Cloud* based. Footage is recorded and stored from a secure location within the main administration building and accessed via the school's current network.

The system is currently comprised of 11 Hikvision 6mp cameras.

## Managing the CCTV system

Mindarie Primary School is responsible for the ongoing management and security of its CCTV system. This includes ongoing maintenance, security of software, storage of footage and ensuring the system adheres to Departmental requirements.

MPS may appoint a nominee in a support role, such as an external ICT consultant, to assist in the ongoing management and maintenance of the CCTV system.

At Mindarie Primary School, CCTV cameras are located at:

- entrances to the school
- playgrounds
- undercover areas, such as wet area alcoves and the *Tiger Turf*



## Access to footage

CCTV footage may only be accessed for the purposes outlined in this policy and may only be accessed by the following people:

- The Principal, Associate Principals, or a nominee explicitly appointed by the Principal
- WA Police or law enforcement bodies to assist with possible investigations involving the school

