



21 March 2019

Dear Parents/Carers

Re: Toilet Refurbishment

I am writing to inform you that the School is currently considering a proposal to install CCTV within the toilets located on the A and B floors of the School. The purpose of this letter is to consult parents and gauge their views on this proposal so as to further inform the governing body before it reaches a final decision on the matter later this term.

As you may be aware, the toilets have undergone recent renovation. This is in accordance with the Beaconsfield School Development Plan for FY 2018/19, which allocated £40K for improvement to the toilet and washroom facilities across the school.

This notable expenditure seeks to improve these facilities which have, unfortunately, been the subject of extensive vandalism in the past. Not only has such vandalism caused significant cost to the school in terms of repairs but, more significantly, it has fostered anti-social behaviour in these areas: behaviour which erodes the high standards of conduct and positive social interaction that we strive to maintain across the school as a whole.

This is clearly unacceptable and therefore the School wishes to introduce CCTV into the above areas to ensure that further damage is prevented in future and that a clean and safe washroom environment is maintained for the use of our students.

We are mindful however that such measures have to be proportionate and sensitive to the privacy of our students. To this end, and following advice from the Information Commissioner, the CCTV will be in a fixed position and will be focused on the communal areas of the toilet and washroom facilities: that is, hand basins, hand dryers and entry/exit doors. No cameras will, under any circumstances, be positioned in or around cubicles themselves or compromise an individual's privacy.

We will also ensure that any recorded data is properly stored and handled, pursuant to the School's GDPR obligations and school policies. Save for any legitimate and necessary purpose, such as an investigation into property damage or anti-social behaviour, the recorded data will only be retained for a period of up to 30 calendar days.

In the event of the proposal being approved, the School will provide clear messaging to students regarding the whereabouts of the CCTV and its purpose. It is of paramount importance that students feel reassured that their privacy remains intact and that this measure is simply another example of positive safeguarding. Appropriate signage will be positioned before the installation of CCTV to reaffirm the presence of recording in these areas.

Ultimately, we believe that this proposal strikes a proportionate balance between safeguarding the privacy of our students whilst protecting the newly refurbished washrooms and maintaining safe and clean facilities for all our students.



However, before the proposal is given final consideration by our Governors, we would like to invite the views of parents and carers so as to assist the school in its decision-making. Should you have any views, then please let me have them by no later than **9:00am on Tuesday 2 April 2019** at office@beaconsfield.school and these will be fed back to the Governors before a final decision is made.

Yours faithfully

A handwritten signature in black ink that reads "J Fletcher". The signature is written in a cursive style with a small dot at the end.

Mr J Fletcher
Headteacher