

**Video and Audio Recording in School and Classrooms**

The Ashland School Board recognizes that video and/or audio recordings (hereinafter “recordings”) serve many valuable purposes in evaluating teachers and instructing teacher interns or student teachers. In recognition of those valuable purposes, the Board authorizes the use of recordings to evaluate teachers and to instruct teacher interns or student teachers.

***Written Consent or Notification Requirements for Teacher Evaluations and Instruction of Teacher Interns or Student Teachers.***

1. If the District wishes to create a recording in a classroom for the purpose of a teacher evaluation, the building principal must obtain prior written consent from the affected teacher and the parent/legal guardian of each affected student. At the beginning of each school year, the District may obtain written consent from each student’s parent/legal guardian for the student’s participation in any classroom recording for teacher evaluation purposes for that entire school year.
2. If the District wishes to create a recording for use in the instruction of teacher interns or student teachers, the building principal must provide prior written notification to the parent/guardian of each affected student as to the purpose of the recording, and that the District’s privacy policy is to limit the use of that recording to those individuals providing instruction to the teacher interns or student teachers and to prohibit any individual using the recording to instruct a teacher intern or student teacher from disclosing the recording to any other party without the prior written consent of all affected students.

***This Policy Does Not Apply To and No Notice or Consent is Required For:***

1. Recordings in the classroom for student instructional purposes.
2. Recordings for use with or by a child with a disability, or by such child’s teacher or service provider when the child’s IEP or Section 504 accommodation plan includes recording as part of the child’s special education, related services, assistive technology service, or methodology so long as the recordings are made, used, and maintained in accordance with FERPA and applicable state law.
3. Recordings of any class, performance, competition, ceremony, and other school sponsored event that occurs outside the physical confines of the classroom.
4. Recordings made in compliance with the District’s FERPA Annual Notice.

***Video and Audio Recordings Authorized***

The school board permits the video and audio recording of the following school-related activities. The following purposes is not intended to be exhaustive and may be expanded or contracted by either administrative determination or school board action.

- Extracurricular/co-curricular activities
- Musical performances, band, concert band, ensemble, orchestra, choir
- Drama activities
- Club events
- Sporting events, including both inter and intra-scholastic
- Other activities such as student senate, yearbook, school pride, ROTC

- Ceremonies, orientation, presentations, school assemblies or meetings, or any school events which occur outside of the physical classroom.

***Distribution of Policy***

This Policy will be reproduced and distributed annually in the student and employee handbooks.

The consent status of each student will be included as part of that student's educational record and will be made available to that student's teacher(s).

*Legal Reference: RSA 189:68, IV*

Approved: 10/04/16

Amended: 10/05/21