

Community Relations

Videotaping of Staff/Students/CREC Programs

CREC encourages the production of multimedia presentations to enhance public awareness of its activities.

(cf. - 1112 News Media Relationships)

Policy adopted: November 17, 2004

CAPITOL REGION EDUCATION COUNCIL
Hartford, Connecticut

Community Relations

Videotaping of Staff/Students

Videotaping and filming of school district employees and/or students are subject to the following procedures:

1. The exclusive rights for any multimedia production (i.e., video, film, CD Rom, etc.) produced by CREC shall be its exclusive property unless other prior written agreements are made.
2. Signed consent forms must be obtained from the building administrator and participating employees before videotaping or filming is begun. A signed consent/release/waiver must be obtained from the lawful custodian of each student who is identified or made a primary subject on camera.
3. The consent/release/waiver form is available from the building administrator's office. After a form is signed, it should be sent to the principal, and a copy given to any of the participants if requested.
4. Film or videotape of a CREC employee/student shall not be used for any purpose other than the purpose set forth.
5. CREC productions shall not be duplicated without the consent of the Executive Director or designee.
6. Commercial distribution of videotapes or films produced by CREC is not permitted without an appropriate signed consent/release/waiver and the approval of the Executive Director/designee.
7. This policy does not apply to local new media representatives in performance of their routine duties as reporters. The policy also does not apply to employees or pupils who are filmed or videotaped during voluntary appearances in public or for use in their own classroom.

(cf. 1112 News Media Relationships)

(cf. 1112.5 Media Access to Students)

(cf. 5125 Student Records)

(cf. 6145.4 Student Performances)

Regulation issued: November 17, 2004

CAPITOL REGION EDUCATION COUNCIL
Hartford, Connecticut