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MGS/RS

Dear Parent /Carer,

### RE: CCTV in School

At Phoenix, we take our responsibility towards the safety of staff and students very seriously. To that end, we have installed CCTV cameras to monitor and maintain a safe environment, deter criminal acts against persons and property and assist the police in identifying persons who have committed an offence.

The CCTV system is registered with the Information Commissioner's Office (ICO) in line with data protection legislation. Warning signs have been placed throughout the premises where the CCTV system is active, as mandated by the ICO's Code of Practice.

More recently, the school have experienced significant acts of vandalism in the toilets. This is becoming an increasing concern for the school and it is for this reason that we will be installing cameras outside of the toilets which we envisage will act as a deterrent to the vandalism. Any student who vandalises any school property will be held liable and the parent/carer of such student shall be responsible for costs of damages.

CCTV is now common practice in schools but please rest assured that your son/daughter's personal privacy will, of course, be respected. The CCTV policy is available on the school website, should you need further information on this.

If you have any questions or queries about CCTV at Phoenix, please contact Miss Shubh, our Compliance Officer, on 0121 588 8384.

Yours faithfully,

**Mr M Smith**  
Headteacher

