



Crowle Primary Academy

Audio and Video Recordings of Meetings Policy



If someone wishes to record a meeting held on the academy premises or a phone call conversation, they should seek permission from all the other people that are part of the meeting or conversation. It should be minuted / noted that the meeting / conversation was recorded and that everyone present agreed to it.

Parents do not have a general right to record meetings or telephone conversations with academy staff.

We will always consider requests to record a meeting / conversation as there may be a good reason for recording (i.e. one of the parties is visually impaired and finds it hard to take written notes).

We do not allow meetings to be recorded 'covertly', without the knowledge of the others present. The recording would not be considered as 'evidence' in any further investigations by staff or governors.

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