



**South Hykeham Community Primary School**  
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### **South Hykeham CCTV Privacy Notice**

South Hykeham Community Primary School operates CCTV for maintaining the security of property and premises and to allow staff to permit egress from the premises remotely. The information processed may include visual images, personal appearance and behaviours. This information may be about staff, pupils, parents and other family members, members of the public and those inside, entering or in the immediate vicinity of the area under surveillance. Where necessary or required, this information is shared with the data subjects themselves, employees and agents, services providers, police forces, security organisations and persons making an enquiry.

Our CCTV captures real time images 24 hours a day, 365 days a year. Signs are displayed notifying that CCTV is in operation.

Images captured by CCTV will not be kept for longer than 30 days. However, on occasions there may be a need to keep images for longer, for example where a crime is being investigated.

We operate CCTV and disclose in accordance with the codes of practice issued by the Information Commissioner Office.



[www.south-hykeham.lincs.sch.uk](http://www.south-hykeham.lincs.sch.uk)  
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