

VIDEO AND AUDIO SURVEILLANCE POLICY

In order to ensure the safety and security of all children, staff, parents and visitors of Kessel Kids Child Care and Learning Center/ Howard County Child Care Association, the premises are equipped with a 24 hour video and/ or audio surveillance system installed in all classrooms, hallways, common areas, outdoor areas and parking lot. Kessel Kids Child Care and Learning Center Howard County Child Care Association may conduct video and/or audio surveillance of any portion of the premises at any time. In order to respect the privacy of all children, parents, staff and visitors in the Center, and to comply with all policies regarding confidentiality, the video and/or audio surveillance is for internal purposes only. If at any time it is necessary, as determined by the center director, for parents or guardians to review video and/or audio of their child, such viewing will only be permitted of their child, as near as may be possible, on the center premises and in the company of an authorized representative of Kessel Kids Child Care and Learning Center/ Howard County Child Care Association. Any video and/or audio recording shall not be released to any other person or entity unless required by Court Order, subpoena or appropriate State or Federal law or if written permission is granted by the affected party or the affected party's parent, guardian, or authorized representative. Certain State or Federal laws may mandate that Kessel Kids Child Care and Learning Center/ Howard County Child Care Association release certain information when requested by child care licensing, law enforcement agencies, child protection agencies or government health officials.

By enrolling a child with Kessel Kids Child Care and Learning Center/ Howard County Child Care Association, the undersigned parent/ guardian acknowledges receiving a copy of this policy and consents to all terms and conditions contained therein.

Dated this ____ day of _____, 20 ____.

Parent/ Guardian

Staff