

CCTV Policy	
Localised School Based Procedures	
School Name:	Skelton Primary School
Principal:	Corinne Naylor
Implementation Date: <i>Inline with policy approval</i>	March 2026

Introduction

In conjunction with the Trust wide **CCTV Policy**, localised procedures have been established to ensure that systems and procedures reflect the school/academy setting.

The localised procedures for the school/academy setting focuses on the following key areas:-

- Approved Users
- Locations of CCTV Visual Display/Control Monitors
- Person(s) responsible for investigating breaches of the code of practice/security breaches

Should you have any concerns or questions relating to the localised procedures, in the first instance, please contact hello@ske.hlt.academy

Please see below names of person(s) authorised to access CCTV login details on behalf of the school/academy.

Details of Approved CCTV Users	
Relates to item 7.7 within the Trust CCTV Policy	
Name	Role
Corinne Naylor	Principal
Dawn Chaplin	Administrator
Stacey Stump	Support Services Manager

Please see the below location(s) within the school/academy site that CCTV footage can be viewed/accessed.

Locations of CCTV Visual Display/Control Monitors	
Relates to item 7.12 within the Trust CCTV Policy	
Reception	Main Office

Please see the below details of the person(s) responsible for investigating breaches of the code of practice and/or security breaches.

Details of Person(s) Responsible for Investigating Breaches	
Relates to item 11.1 within the Trust CCTV Policy	
Name	Role
Corinne Naylor	Principal
This responsibility may be delegated to a member of the Senior Leadership Team (SLT) where applicable.	