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Ref: JHi/LT

30 October 2019

Dear Parents

I am writing to inform you that, over the half term holiday, CCTV was installed in the student toilets. A copy of the CCTV policy is available on the West Norfolk Academies Trust website for you to access.

In summary, the reasons for installing CCTV are as follows:

- To secure the health and personal safety of all students
- To prevent vandalism and damage
- To assist in the effective resolution of any concerns or accusations

The site team carried out a Privacy Impact Report, in accordance with the policy, to establish if any better solutions could be carried out to secure the same ends. It concluded that installing a CCTV system was the simplest and most effective action that could be taken.

The cameras are designed to be able to see only the entrance to the toilets and the hand basins; students' privacy is assured. Access is restricted to the head of site for the viewing of the cameras. Currently the cameras have only been installed and not switched on. They will be operational from the beginning of next week.

If you have any concerns regarding the CCTV, please do not hesitate to contact me.

Yours sincerely

**Mr J Hirst**  
**Headteacher**

**The Cambridge  
Partnership**

Graduate Teacher Programme



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Computing



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Norfolk