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| <b>DOVER SCHOOL DISTRICT</b>       | <b>POLICY CODE: EEAA-R</b> |
| <b>DATE OF ADOPTION: 1/25/2016</b> | <b>PAGE 1 of 1</b>         |

## VIDEO AND AUDIO RECORDING ON SCHOOL PROPERTY PROCEDURE

Dear Parent/Guardian,

New Hampshire RSA 189:68 IV requires written consent of teachers and parents or legal guardians for recordings in classrooms. There are many valuable reasons why recordings may be useful in classrooms. Some uses include, but are not limited to:

- Creating a video presentation as part of any academic class;
- Student practice work in a music, photography, videography course or similar courses;
- Recording a speech therapy or English language session to evaluate a student's progress; and
- Videotaping student teachers for teacher education coursework.

The Dover School Board has held a public hearing to allow classroom recordings, as required by RSA 189:68 IV. The Dover School District is now seeking your permission for your student to participate in classroom recordings for educational purposes. Annual permission will be requested, and may be included in yearly permission forms and FERPA notices.

Recordings will not be made available to the public (e.g., via website or newsletter) without your prior knowledge and consent. Recordings may be used in password-protected, restricted environments such as Google Classroom environments.

This law does not affect recordings outside of a classroom setting.

Thank you,

Dr. Elaine M. Arbour  
Dover Superintendent of Schools

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

*Also see Dover School District Policy EEAA*