



# Privacy Notice for CCTV

**Version 4 - August 2023**

**Owner: Brent Council Data Protection Officer on behalf of Brent River College**

**Review Date: August 2024**

### Version control table

Version Number	Date	Purpose / Change	Reviewer / Authoriser
1.0	12/03/2018	Original Procedure	LB Brent Data Protection Service
2.0	30/04/2021	Updates	LB Brent Data Protection Service
3.0	31/08/2022	Updates	LB Brent Data Protection Service
4.0	31/08/2023	Annual Review	LB Brent Data Protection Service

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### Using this document

*This document can be used to check you have appropriate signage for CCTV.*

*Read through this document and make changes as instructed in [.....]*

*Please email [school.dpo@brent.gov.uk](mailto:school.dpo@brent.gov.uk) with any feedback or questions.*

*Use this template to generate letters/leaflets for your pupils and parents.*

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## Privacy Notice for CCTV

You can use an appropriate CCTV sign. Please ensure that the signage is accompanied by informative signage placed clearly visible in the area in which the CCTV operates. At a minimum, the signage must include:

This CCTV is operated by: Brent River College

This CCTV is for the purpose of crime prevention/investigation and health & safety of individuals.

Contact about the CCTV - contact details [sbm@brc.brent.sch.uk](mailto:sbm@brc.brent.sch.uk)

This CCTV operates in the schools grounds, the following sites:

- 364b Stag Lane, NW9 9AE
- Poplar Grove Centre
- Welsh Harp, Cool Oak Lane, NW9 7NB

. The school is located in the London Borough of Brent.