

**5063**  
**Recording Policy**

Students are prohibited from making audio or video recordings on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event except as provided in this policy or as otherwise required by law.

**Classroom Recordings.** Students may make audio recordings of classroom lectures, discussions, or activities:

- (1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
- (2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;
- (3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students.

**Non-classroom Recordings.** Students may make audio or video recordings pursuant to this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_