

Mr. Buchanan's Audio/Video policy is posted on the internet. It is accessible via his DASD website. Go to [dasd.org](http://dasd.org) and locate his website via the staff listings. This document is a compilation of those web pages.

## Use of Audio & Video in the Classroom

As part of the Physics Department's efforts to incorporate technology into classroom activities, I am starting to use digital audio and video as an instructional tool and for student assessment products. This will include digital audio and video recordings made in class by students and/or the teacher.

Our laptop computers are all equipped with audio and video recording devices that students may be authorized to use as part of classroom activities. We may also be using hand held digital recording devices (still and video cameras) as part of classroom activities. These devices will not be used for "surveillance" of students, but it is inevitable that some students will be unknowingly recorded during normal classroom activities.

Because this is a new type of activity at our school, we will start with the following ground rules until such time that school wide rules are established.

- Students will not make any kind of audio or video recordings in the classroom unless they are authorized by the teacher to do so
- Students will use audio and video recording devices only as instructed by the teacher and only for the intended educational purposes as defined by the teacher
- Before any audio or video recordings are made, the entire classroom will be informed that recordings are being made in the room
- Students and the teacher will take reasonable steps to avoid recording students who are not directly participating in the activity
- Recordings may only be used for the intended purpose as defined by the teacher
- All students are expected to obtain parental concurrence that these rules are sufficient to safeguard the individual student's interests

## Parental Concerns

Parents or students who have concerns regarding this policy are asked to contact Mr. Buchanan directly at [abuchanan@dasd.org](mailto:abuchanan@dasd.org) or in person to voice those concerns. It is important that all students and parents are comfortable with and concur with this policy. As an educator, I am dedicated to using these technologies to enhance the student learning experience in my classroom. As a parent myself, I am dedicated to assuring they are used in a responsible and appropriate way that safeguards the personal interests of all students.