

## Video Use at Jane Lane Piano

Video is used at Jane Lane Piano for a number of security and educational purposes.

Firstly, routine camera footage is recorded in the piano room and the courtyard, and is generally deleted within 4 days unless there is a query. This is for the peace of mind of students and teacher, and is subject to the restrictions as defined by GDPR legislation.

Secondly, video may also be used for exam and performance practice. When this happens, parental consent is requested. Please let Jane know if you have objections or queries about this.

In order to take video based exams in the comfort of the studio, the teacher makes use of both practice videos and exam recordings. In these circumstances the most useful videos will be sent to the parent by WhatsApp or other chosen and agreed method. If this is for an exam, the best example of the student's performance will be uploaded to the exam board who have their own GDPR regulations.

After the exam results are available, all videos relevant to that student's exam at Jane Lane Piano and on the computers at the piano studio will be deleted, unless the parent has downloaded them. In the case of doubt, all videos will be deleted within a year.

Please let Jane know if videos remain on WhatsApp.

Jane is DBS checked annually and has undertaken safeguarding training at regular points during her career.

A GDPR statement is available on [www.janelanepiano.com](http://www.janelanepiano.com).

Signed \_\_\_\_\_

On behalf of \_\_\_\_\_

Date \_\_\_\_\_

\*This document may be updated periodically