



CCTV Policy

1. Purpose of CCTV

Peacock Gymnastics Academy (PGA) uses Closed Circuit Television (CCTV) for the following purposes:

- To promote the safety and welfare of gymnasts, staff, parents, and visitors.
- To protect the academy's property and equipment.
- To assist in the prevention and detection of crime, anti-social behaviour, or misconduct.
- To support the safeguarding of children and vulnerable persons within the premises.

CCTV will **not** be used for any other purpose, such as monitoring staff performance.

2. Location of Cameras

- CCTV cameras are installed in key public areas inside and outside the gym facility, including entrances, waiting areas, and the main training hall.
- Cameras are not installed in private areas such as changing rooms or toilets.

3. Use of Recordings

- Recordings may be viewed only by authorised members of PGA management.
- If necessary, recordings may be shared with the police or relevant safeguarding authorities for the purposes of investigation.
- CCTV footage will not be released to any third party without a legitimate reason and formal request.

4. Data Storage & Retention

- CCTV footage is stored securely and protected against unauthorised access.
- Recordings are retained for a maximum of **30 days**, after which they are automatically deleted, unless required for an ongoing investigation.

5. Rights & Privacy

- All individuals entering the premises are informed of CCTV use by visible signage.
- CCTV will be used in accordance with UK GDPR and Data Protection laws.
- Individuals have the right to request access to personal data captured by CCTV, subject to legal requirements.

6. Safeguarding

- CCTV is used as an additional safeguarding measure and does not replace staff vigilance or supervision.
- The safety and privacy of gymnasts remain our highest priority.

7. Contact

If you have questions or concerns about CCTV at Peacock Gymnastics Academy, please contact:

Designated Safeguarding Lead

Sian Phillips

Safeguarding@peacockgymnastic.com