

## Do's and Don'ts of School Bus Camera Installation

Do's	Don'ts
<ul style="list-style-type: none"><li>• Do consult with end-users of the recorded video regarding final outcomes in terms of image quality, ease-of-use, and type of information to capture. Based on this input put together a system requirements description. Overlay applicable standards and regulatory requirements as needed as well as requirements that meet school district standards and policies.</li><li>• Do meet with vendors for equipment demonstrations. Seek to understand how system features can closely match your system requirements description.</li><li>• Do consider installation and maintenance conveniences that can be gained. This may include systems that provide power source that reduce cabling or vehicle intrusiveness.</li><li>• Do consider how quickly you may respond to an event or when an event may be reported before you standardize your hard drive storage requirements. Newer systems provide a wide range of storage options that could provide you on-board recording for 3 months or more if needed.</li><li>• Do consult with local law enforcement about procedures in reporting traffic violations including Stop Arm violations.</li><li>• Do consider pilot installation for testing and setting of final specifications for camera placement, lens selection, cabling approach, recorder placement, bus data inputs, switches, system status indicators, and other on-board integration.</li></ul>	<ul style="list-style-type: none"><li>• Don't forget planning for spare parts including recording media (hard drives), recorders, cameras or other systems components. In the event of vandalism or system malfunction this planning will keep system downtime to a minimum to ensure that you don't miss an incident.</li><li>• Don't purchase systems without some 'hands-on' review of the equipment in possible usage scenarios. Recording, Reviewing, Retaining and Re-distribution of Video (4Rs) are good starting points for review. As a system newbie you will be able to adequately assess ease-of-use and product documentation. This is also an excellent opportunity to assess responsiveness of vendor product support.</li><li>• Don't forget to involve your IT department when it comes to using new network-able recording devices. New school bus video systems can be connected to school computer networks (wired and wireless) for added convenience and access. The IT department can easily assess any integration effort for these systems.</li><li>• Don't forget to review your school policies for student record management, disciplinary action to see how new systems may assist in keeping to policy.</li></ul>