**CCTV/Surveillance**

We have installed CCTV systems in our premises used by members of the public, for the purposes of public and staff safety and crime prevention and detection. CCTV is also installed on the outside of the buildings for the purposes of monitoring building security and crime prevention and detection.

They are installed in our parking area for the purpose of security of staff & their vehicles. Signs are displayed notifying you that CCTV is in operation and providing details of who to contact for further information about the scheme.

Images captured by CCTV will not be kept for longer than 48hrs however, on occasions there may be a need to keep images for longer for example where a crime is being investigated.

You have the right to see CCTV images of yourself and be provided with a copy of the images.

We will only disclose images and audio to other authorised bodies who intend to use it for the purposes stated above i.e. police & other bodies. Images and audio will not be released to the media for entertainment purposes or placed on the internet for public viewing.

We operate CCTV and disclose in accordance with the codes of practice issued by the Information Commissioner and the Home Office.

Data Controller: This is the controller of the data and the system, as defined in the Act. In this case the Controllers are Dr Kenny Uzoka and Practice Manager

**Images**

* Images will not be retained longer than 48 hours, and will be then deleted.
* All images will be held securely, and all access requests and access to images will be documented.
* Images may record individuals and / or record incidents. Not all recordings are designed to identify persons (Blurred faces).
* Other than in accordance with statutory rights, the release or availability of images will be at the discretion of the Partners, who are Data Controllers for the purposes of the Data Protection Act.
* Images will be located by the Data Controller or authorised person.
* When assessing the content of the image released the decision will be taken by the Data Controllers having due regard to the requirements of the Data Protection Act and Code of Conduct.

**Please note that a decision on access will be made based only on the details provided in writing** to Abbey Road Medical Practice