

SHANNON COURT CARE HOME LTD.	Issue Date: April 2019	Reviewed: September 2025
	Next Review: 09/28	
CCTV POLICY		

Shannon Court has on site a CCTV system which captures any person having business with Shannon Court and living at Shannon Court if the service users are outside the premises in an area that is covered by the CCTV cameras.

There is a camera at the front entrance and a camera in reception.

There are cameras in the 3 main lounges – Oaken, Lantern and Darcy. Also two are positioned on Darcy lower ground and one on Darcy Upper floor. There are cameras in Lantern’s Yellow Walk area and conservatory as well as on the Silver, Blue, Green and Pink floors.

There are cameras positioned at all entrances and exits from the Home.
There are cameras facing the car parks at both the front and back of the Home.

The CCTV system uses fixed cameras, there are 32 cameras placed around and inside the Home. Staff and visitors are made aware that CCTV is in use as appropriate signage is in place. Cameras have been positioned so they do not capture pictures of people not visiting the premises.

Mobile cameras may be installed around the Home to capture “Hotspots”, where incidents are taking place that require attention. These cameras are not and will not be positioned in any area which would compromise the privacy of residents or staff. These mobile cameras have a sound recording function, which will not be utilised unless required for an investigation.

The recorded images are stored securely and remain on the system for 28 days so that images are retained long enough for any incident to be investigated.

The Home is aware that it has an obligation under the data protection act that it has a responsibility for ensuring that personal images are kept confidential, images can be made available to the police if required.