**Edge Dental Studio**

**CCTV Policy**

Edge Dental Studio is a one surgery practice we do not have a reception area to greet patients when they arrive, therefore we decided to purchase CCTV, this is purely to inform us when a patient or visitor has entered the building.

* We do not record or store any images.
* CCTV is in place in the waiting rooms, it has been installed solely for the safety and security of our patients and staff .
* The CCTV only captures images and does not record audio.
* Patients are explicitly made aware of CCTV being in place in the surgeries and consent is gained.

We have followed the CCTV guidelines produced by the Information Commissioners’ Office, http://www.ico.org.uk/for\_organisations/data\_protection throughout.

**Edited by: Karen Hukin - PM & Claire Tunnard APM**

**Date: 8th November 2019**

**Review Date: 7th November 2020**