

To: Parents, students and school personnel

**Personal Information Collection Statement in relation to the use of  
Closed Circuit Television systems**

For the purpose of letting boarders and boarding section staff have appropriate protection, Closed Circuit Television (CCTV) systems with recording function are in operation on school corridors, outdoor passages, dormitory canteens, etc. to collect data of individual video images. When entering the premises being covered by the CCTV systems, your personal data will be automatically captured by CCTV systems. No CCTV systems are installed in places where people have a reason to expect privacy (such as washrooms and bathrooms). The angle of the CCTV cameras and their field of view are also duly adjusted to avoid unnecessary intrusion into privacy of individuals.

The Incorporated Management Committee of this school has assigned responsible people to real-time monitor and review the footage. The staff of the Education Bureau would, where necessary, conduct sample checks on the footage from CCTV systems during visits to boarding section of this school or when conducting complaint investigation. Besides, should a third party, such as Government department(s) and organization(s), with right granted by respective legislation, request for personal data collected by CCTV systems of this school, the respective data may be transferred or disclosed.

You have the right to request access to the video images of you held by this school, and request corrections should there be erroneous video images of you.

For enquiries, please call Security Officer Ms. Lai Kwan at 2490-2955.

HKCS Pui Oi School  
12/9/2024