

Provo City School District
Policy Series 4090: Curriculum, Instruction & Assessment



4090 P1

Drone Use

The following procedure outlines the steps any district employee, department or program must take to request video or photography services via drone.

The Communication Department of Provo City School District owns and operates a drone for the purpose of promoting the programs and activities of the District. Use of the drone is limited to the licensed operators in the Communication Department.

1. All requests for drone services must be made by completing Policy 4090 F1 and submitting the completed form to the Coordinator of Communications and Public Relations. Hard copy or electronic versions of the completed form will be accepted.
2. All requests must be submitted a minimum of two (2) school days prior to the date needed.
3. Requests will be processed and scheduled in the order they are received. A response will be received within 48 hours of receiving the completed paperwork.
4. Any request that is not complete or is not compliant with State and Federal (FAA) regulations will be denied.
5. Repeated/persistent attempts to use district property for unauthorized use of Drone/UAS may result in referral to law enforcement.

Adopted: February 25, 2019