

## Student Identification (ID) Badge Policy

John Glenn High School uses a school-wide Identification (ID) badge and lanyard system for our students.

- First, it adds an additional safety measure for our staff, and students. ID's are important for safety and security. Everyone knows at a glance who is "official" and it is a quick way for emergency personnel who may not be familiar with our students to know who is who in an emergency situation. It helps to identify who belongs where. We want to provide a safe and orderly environment to foster student learning, and the ID badges will assist in the security of everyone on campus.
- In addition, the ID's will help John Glenn High School students prepare for the world after high school, where real-world identification is often needed. Identification badges are required in government and military facilities, colleges and universities, and in most work-places to emphasize the importance of identification and security. We believe that school is an important place too.
- ID's provide the school with an efficient way to manage our computerized library and cafeteria systems thus improving services to students. In addition, using the cards virtually eliminates all income-based identification.
- Finally, besides enhancing school safety, badges can create a feeling of unity among students.

## Policies and Procedures

1. Each student will be issued an I.D. card after fall pictures are taken.
2. Students must carry their photo ID badge on a specific colored lanyard at all times while in the high school building. The I.D. must be worn around the neck and in front of the chest.
3. The IDs may not be changed or altered in **any way**.
4. The first ID and one (1) replacement are free. Since IDs are required, the cost of additional replacement IDs is \$5.00. IDs may be obtained at the Main Office.
5. Students are to adhere to the following guidelines, procedures, and consequences:
  - Damaged or defaced ID cards will be confiscated and must be replaced at the student's expense.
  - Students are responsible for their I.D. cards. A student who has lost his/her identification card should apply for a replacement in the Main Office.
  - ID badges shall not be duplicated.
  - Any student with unauthorized possession of an I.D. card not belonging to him or her will be subject to disciplinary action.
  - A student must surrender his or her I.D. card to any staff member upon the staff member's request.
  - Anyone without an ID badge may be stopped and questioned as to their purpose.
  - You may not check out a library book if you do not have your ID.
  - You will not have *any* pass privileges if you do not show your ID.