



Bemis Junior High School Student Identification Card Guidelines and Procedures

Rationale: Ensuring the safety and security for all students and staff is our top priority each day. In an effort to enhance our current security procedures, the wearing of photo identification cards, (referred to herein as “ID cards”), provides a professional setting and promotes College and Career Readiness for all students. The use of ID cards is required at college, university campuses, and in the workplace. Identification of staff and students is an important component of the junior high school safety plan and cannot be compromised.

One student ID card with lanyard was provided to every student at no cost.

Students have received a school lanyard and ID card, but they may wear their ID card on a lanyard of their choosing. The ID card given to students at registration should be secured to a lanyard and worn around his or her neck. Students who did not attend the Spartan Day registration session have been issued a picture identification card.

The benefits of students wearing a current student ID card:

- Will be identified as a member of the class/school
- May borrow library books
- May obtain early dismissals from the main office
- Will allow movement from the cafeteria during lunch (restrooms)
- May be on the school campus before or after school
- Will move between classes and/or use the restroom during a class period
- Will be able to participate in school activities, assemblies, dances, etc. on the school campus

Student ID Card Guidelines:

A student’s ID card authorizes them to be on the school campus. **EVERY** student must wear the student ID card while on school grounds. A student’s ID card *may* be left in the student’s assigned locker overnight to ensure the student ID is not left at home.

The following procedures must be adhered to when wearing student ID cards:

- Student ID cards must be worn on a lanyard.
- Student ID cards cannot be worn on a shirtsleeve, pants, outside of pockets, under a shirt, coat, jacket or at the bottom of their shirt.
- The student ID card must be visible AT ALL TIMES (i.e. not kept in a purse, pocket or backpack).
- The student ID card must be presented to any school staff member or person of authority upon request.
- The front and back of the student ID card cannot be altered (i.e. no markings, other photos, etc.). Defacing or altering the student ID is prohibited.
- Wearing another student’s ID card is prohibited.
- Lost, stolen, altered, damaged and/or defaced student ID cards must be replaced **IMMEDIATELY**.

Students may borrow a temporary ID twice. A third instance of not having an ID will require purchase of a replacement ID. Cost of replacement IDs is \$5.00.