

**NEW!**

## Your student ID is

# YOUR KEY TO THE SCHOOL

## AND WILL ACT AS YOUR BUILDING ACCESS CARD.



Similar to a house key, you will only be able to enter the school building through designated exterior doors at pre-established times by scanning your school-issued student ID on the card reader.\*

### What you need to know

- As a safety enhancement, over the summer, a new key card system was installed at our school.
- With the new key card system, we will keep all exterior doors locked throughout the school day.
- While all doors will be locked for entry, they are unlocked for exit.
- You will be able to enter the building through **5 designated exterior doors** at set times by scanning your student ID on the card reader (see other side for a map of accessible doors and times).
- You need your student ID to enter the building, so remember to have it on you at all times when on school property (around your neck, or in your bag or wallet) and be able to present it when asked.
- If you attend classes at Bollman, your student ID will also give you access to their designated entry doors.
- Don't share your student ID with others; it's your personal key and is tied directly to you.

### Student ID Uses

What's new	What's the same
<ul style="list-style-type: none"><li>• <b>Key to the school building — will be needed to enter the building through designated doors</b></li><li>• Bus pass for those that ride the bus to/from school</li></ul>	<ul style="list-style-type: none"><li>• Pick up textbooks</li><li>• Access library resources</li><li>• Pay for school meals</li><li>• Attend dances</li><li>• Athletics pass</li></ul>

### What happens if you lose your ID?

- Be a partner in keeping you and your classmates safe. If you lose your student ID you need to **report it to the office immediately.**
  - *Schools will provide two replacement IDs at no cost. A \$5 fee will be required for any additional replacement ID cards beyond the first two.*
- **Similarly, if you find another student's ID, turn it into the office immediately.**

**This is imperative so the card can be deactivated and a new student ID can be issued.**

*\*Card readers will be turned on early in the school year and we will share the exact date as we get closer.*