

Identification Cards

- A. It shall be the practice of the SAMPLE school district to issue identification (ID) cards displayed to the following persons.

In this section, list all classes or persons to whom your district will choose to issue ID cards. Typically cards are issued to all paid staff, volunteer coaches etc. Your school may also issue ID to students, parent volunteers and vendors.

Below is sample wording for consideration by schools. This wording is NOT a legal or statutory requirement.

- B. Display of Staff (full time, part time and volunteer) ID
1. All staff must display their staff ID card while on school grounds:
 1. Display must be on the upper torso; and
 2. ID photo is to face outward.
 2. ID photo is not to be altered.
 3. Staff must use a breakaway lanyard or other breakaway device.

Insert all additional requirements for display of ID cards

- C. Display of Student ID: Planning Team must decide if this is being done and how to communicate the school's policy or expectation. The wearing ID cards by students is not required by Pennsylvania law or regulation at this time but has been encouraged by the Pennsylvania State Police RVAT (risk vulnerability assessment team).

- D. Display of Volunteer ID

Insert above any process for the display, possession or use of ID cards by students and volunteer staff. This may include volunteers required to keep ID at the school or students must possess but not be required to display ID.