



ELIDA LOCAL SCHOOLS

SchoolGate Guardian Frequently Asked Questions

1. *What is SchoolGate Guardian?*

SchoolGate Guardian is a visitor registration system that enhances school security by retrieving data from a visitor's state-issued ID. The information is then compared with information from several databases including the registered sex offender database and a locally stored database created by the district that could include parents or guardians with custody issues, restraining orders, or visitors that have been deemed a threat to students and staff.

- The visitor will hand a state-issued identification card to an Elida Local Schools staff member, who will scan the ID card through a card reader. The reader will gather the necessary information from the license.
- The information will then be run through a sexual offender database, and a district-maintained database. If no matches are found, the staff member will print a visitor badge that includes the visitor's name, photo, location, and reason for visit. If the visitor appears in the sexual offender database, a pop-up message will discretely appear on the computer screen. Staff members have been trained in how to handle this situation.
- Upon completion of the visit, the visitor will return to the office to scan the barcode for exit and return their badge to a staff member.

2. *Why has Elida Local Schools decided to implement this system?*

Student safety is among our highest priorities and computerized visitor management systems are now recognized as a school security best practice. The SchoolGate Guardian System can provide a consistent stream of information for tracking visitors in any of our facilities. This will replace the paper visitor sign in/out sheets. In the unlikely event an incident does occur, police and other authorities will have access to these electronic visitor logs, which have a photograph of the visitor as well as a date and time stamp of their entry and exit.

3. *What information is the SchoolGate Guardian retrieving from my photo ID?*

The only information required to perform the proper searches are the first name, last name, date of birth and the photo of the visitor. Any other information on the ID is ignored by the system. None of this data will be shared with any other company or organization other than law enforcement in the event of an incident.

4. *Does every visitor that enters the facility go through the screening process?*

Yes. The SchoolGate Guardian System will scan all first-time visitors to any school facility. The system does recognize return visitors so the background check process may be a bit quicker. The only real exception to this is if something is just being dropped off at the front desk.

5. *What is the background check looking for?*

The background check is using Family Watch Dog, a criminal database throughout the entire country, to do a sex offender search. While that check is being done, it is also scanning a locally stored database created by the district that could include parents/guardians with custody issues, restraining orders, or other visitors that have been deemed a threat to students and staff.

6. *Will out-of-state ID's work with SchoolGate Guardian?*

Yes. Any state issued ID works.

7. *What if the visitor does not have an ID?*

Admittance without ID is at the discretion of the administrative staff. Should the visit be approved, the visitor must provide 3 required fields: first name, last name, and date of birth. A webcam photo is also taken when entering a visitor manually, and the background checks occur.

8. *What information is SchoolGate Guardian retrieving from my Photo ID?*

The only information required to perform the proper searches are the first name, last name, date of birth and the photo of the visitor. Any other information on the ID is ignored by the system. None of this data will be shared with any other outside company or organization other than law enforcement and this will only occur in the event of an incident.

9. *Does Elida Local Schools have the right to require visitors and parents to produce a state-issued ID before entering school facilities?*

Yes. We need to be certain who the visitors to our schools are, what the purpose of their visit is, who they are here to see, and if they have the authority or the right to have access to our facilities and students. We can only do this by performing the appropriate checks.

10. *If a positive match does occur indicating a visitor is a registered sex offender, what procedures have been put in place and/or how have staff members been trained in what to do?*

There are nearly 600,000-registered sex offenders in this country. A parent or relatives of one of our students may be deemed a registered sex offender. This person does have the right to conduct business on school property, but our staff members have been trained to analyze each situation and always have the ability to bring in an administrator to provide guidance as to the appropriate response. The system does show a positive match in a subtle fashion so these instances can be handled as discretely as possible to avoid any embarrassment to the individual. In the event they are not deemed appropriate to enter, our staff has been trained to remain calm, ask the visitor to take a seat, and seek immediate help from other district personnel or law enforcement.