CENTERVILLE CITY SCHOOLS

RAPTOR VISITOR INFORMATION SYSTEM
Frequently Asked Questions

**IMPORTANT: Please bring your government-issued ID
if you are planning to be inside our schools during the school day!**

How does the Raptor System work?
Raptor is a visitor management system that enhances school security by reading a visitor's drivers' license (or other approved government-issued ID) and comparing information to a database that contains registered sex offenders from 50 states as well as local flags placed into Raptor by our district. In the event of a match, Raptor alerts designated officials. Once cleared through the system, a visitor badge is produced that includes the visitor's name, photo, date and destination. The Raptor system is designed to replace paper sign in.

What is the purpose of the Raptor system?
Raptor enhances and automates visitor management. By proactively alerting personnel to certain potential threats, Raptor allows school administrators, and at times the school resource officer, to take appropriate steps to keep our students, employees and visitors safe. For approved visitors, the system prints visitor badges that include the visitor's name, photo, date and destination. Those badges enable personnel within the building to quickly determine if visitors are in areas where they should or should not be.

Why are Centerville Schools using this system?
The safety of our students and staff is always a priority. Raptor will provide a consistent, standardized system to track visitors and volunteers. This is especially useful during emergencies to know who is on campus. The system quickly prints visitor badges that include a visitor's name, photo, date and destination.

Does the district have the right to require visitors to produce identification before entering the school?
Yes. School officials need to know who is in the building and why they are there, particularly when a student is involved (e.g. early pickup). School officials need to be able to confirm that an individual has the authority to have access to the student. In addition to requiring visitors to give their name and purpose for visiting, it also requires visitors to present proof of identity.

What types of IDs will work in Raptor?
Raptor is able to scan all U.S. government-issued licenses, identification cards, concealed handgun licenses, permanent resident card, active military cards, and passport ID cards (not the full passport).

What other information is the school taking from driver's licenses?
Raptor is only scanning the visitor's name, date of birth, photo and the last four digits from their ID card for comparison with a national database of registered sex offenders and any private alerts at the school, such as restraining/custody orders. Additional personal data will not be gathered, and no data will be shared with any outside company or organization.

What does a visitor do if he/she doesn't have a government-issued ID?
Visitors without a government-issued ID will be required to meet with a school administrator. These individuals will be asked to provide their last name, first name and date of birth for manual entry into Raptor.

Is an ID scan necessary each time a person comes to the building?
No. After the first scanning at each school, the office staff would simply find the visitor's name in the system (first or last name look-up) and use the record of the previously-scanned ID to sign the visitor in and print a visitor's badge. This makes check-in much easier after the initial visit. The school receptionist is able to view the ID card picture in Raptor to make a visual verification of the person signing in. (Note: Once a specified amount of time has passed, visitors will be asked to re-scan their ID card.)

Will I be required to complete this process if I am just dropping off an item in the office for my child?
No. This process is only for visitors wishing to enter the school past the reception desk.

Will volunteers or employees have to be scanned into the Raptor system?
Volunteers and Centerville Schools employees who do not work at the specific building must follow the same procedures as any visitor to a school. Identity must be verified with an acceptable form of identification (i.e. driver's license, state ID, school employee ID).

What is the checkout process for visitors leaving a building?
The checkout process doesn't involve scanning the card again. The receptionist will simply find the name of the person who is signing out and click a sign out button. This provides a record of entry and departure and time on any campus. The visitor badge should be returned to the receptionist and destroyed.

What is the protocol if the system produces an alert?
The staff member scanning the ID will contact an administrator immediately to confirm that the information is correct. No identified visitor with a positive sex offender alert will be permitted onto the campus.

Will the Raptor System be used for after school activities?
No, the system will only be used during normal school hours, Monday through Friday.