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Prepare Each Student To Be Successful  
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Bliss Educational Services Center  
1900 Polk Street, Stevens Point, WI 54481  
Ph: (715) 345-5456 Fax: (715) 345-7302



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## EMPLOYEE IDENTIFICATION BADGES

The District is committed to ensuring the safety of its students and staff. All District employees, including substitute classified employees, must wear a District issued identification badge (ID Badge) while carrying out employment duties. Teacher substitutes and Special Education Educational Assistants substitutes are required to wear an identification badge issued by their employer. The ID Badge must be worn so that it is visible on the employee's person.

District ID Badges are issued through the Building and Grounds Department. Lost, stolen, altered, or damaged ID Badges must be reported to the employee's direct supervisor/principal and the Building and Grounds Department Department for a replacement badge at a cost of \$8.00.

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Reference: *Board Policy 7440* Facility Security