



TARKINGTON ISD

Home of the Longhorns

Re: Important Notice: Student ID Badge Roll-Out, Expectations, and Procedures

During the week of March 24th through March 27th, our campuses will begin distributing student ID badges to each student in the district. I want to inform all stakeholders of the critical Student ID Badge Procedures that help to improve efficiency and maintain a secure and organized environment in our schools. Ensuring all students follow these guidelines is essential for everyone's safety and smooth operation throughout the school day.

General Expectations:

All students must wear their ID badges at all times while on campus, whether before, during, or after school hours. Badges should be worn on a lanyard, badge clip, or reel, positioned on the upper left side of the chest for visibility. Students must present their badges to:

- Enter the school building and classrooms
- Check out library materials
- Purchase meals or snacks in the cafeteria
- Participate in extracurricular activities
- Attend specified school-sponsored events
- Utilize district transportation, including daily bus rides

Badge Care:

Proper care of ID badges is crucial. Students should not punch holes, bend, cut, or deface their badges in any way. This could result in the badge not being scannable or functioning as intended on the District's badge-integrated technology. It's also important not to cover badges with stickers or pictures. If a badge is lost, stolen, or damaged, students must report it immediately to a staff member or administrator.

Distribution and Costs:

We are pleased to inform you that each student will receive their initial badge, a lanyard, and a plastic sleeve at no cost. However, should students need replacements, the following fees will apply:

- \$5 for an ID Badge
- \$1 for a Lanyard
- \$1 for a Plastic Sleeve
- \$7 for a complete replacement (ID, Sleeve, and Lanyard)

If a student forgets their badge, they can obtain a Temporary ID Badge Sticker for a fee of \$1.

ID Badge Checks:

To ensure compliance, students will be checked for their ID badges at various times throughout the school day:

- When boarding district transportation
- Upon entering the school building
- Upon entering classrooms
- During lunch
- Randomly throughout the day

Students without the proper ID must report to their campus library to obtain a temporary or replacement badge immediately upon arriving at school. They are expected to resolve any ID-related issues before the school day begins.

Non-Compliance:

Please be aware that students without their ID or those wearing temporary badges will not be permitted to attend school dances, extracurricular activities, or field trips. They may also experience restrictions during lunchtime and transportation. Due to the extra time necessary to manually look up student accounts, staff members will instruct students without an ID to board the bus or go through the lunch line last. Repeated violations could result in progressive disciplinary measures, including detention or additional loss of privileges.

Transportation Restrictions:

For those who ride the bus, students must present their ID to board both in the morning and at the end of the school day. If a student does not have their ID after three reminders during a progress report period, they may face a bus suspension of up to three days.

We appreciate your understanding and cooperation in adhering to these procedures. Together, we can create a safe and welcoming environment for all students. If you have any questions or need further assistance, please do not hesitate to contact your student's campus or you can access further information on the TISD website under the "Families" tab.

Thank you for your attention to this critical matter!

Chris Conner

Director of School and Student Services

Tarkington ISD