

Tarkington Independent School District Student Handbook

ID Badge Usage Procedures for PK-12 Students

Purpose

The purpose of this procedure is to establish guidelines for the issuance and usage of identification (ID) badges for all PK-12 students enrolled in schools within Tarkington ISD.

Scope

This procedure applies to all students enrolled in schools within Tarkington ISD and outlines the expectations regarding the possession and usage of school-issued ID Badges.

Issuance of ID Badges

Student ID badges help our day run smoothly and help keep our students safe and accounted for. Every student enrolled in Tarkington ISD schools will be issued a district ID badge at the beginning of each academic year or upon enrollment.

ID badges will include the student's name, grade, school year, student ID number, and a recent photograph.

Students will be provided with their first ID, plastic sleeve, and lanyard for free.

Replacement lanyards and plastic sleeves will cost \$1.

Replacement of Lost or Damaged ID Badges

Students are responsible for the safekeeping of their ID badges.

In the event of loss, theft, or damage of an ID badge, students must report it immediately to the school administration.

A replacement ID badge may be issued to the student upon payment of a replacement fee of \$5, as determined by the school administration.

Temporary ID

Students who forget their badge at home will be required upon their arrival to campus to report to a location designated by the campus principal to get a temporary ID badge. Students will be assessed a fee of \$1 for each temporary badge they are issued.

Students who request a temporary ID badge for consecutive days may be required to purchase a replacement badge for a \$5 replacement fee.

Mandatory Carrying and Display of ID Badges

All students are required to wear their ID Badge on a lanyard around their necks. No marks, stickers, white out, or any other material should be placed on any identifying information or the picture on the ID. All IDs must be kept in a plastic sleeve and on a lanyard as holes cannot be punched on the IDs.

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Usage of ID Badges

ID badges are used to identify students within the school premises and during school-related events.

Students must present their ID badges for various purposes, including but not limited to:

- Entry into school buildings and classrooms
- Checking out library materials
- Accessing school transportation services
- Purchasing meals/snacks in the cafeteria
- Participation in extracurricular activities
- Attending school-sponsored events
- Using district transportation including daily school bus ridership

ID badges are not transferable and should not be loaned to other individuals.

Consequences of Non-Compliance

Students without IDs or who are wearing temporary IDs cannot attend school dances, extracurricular activities, or field trips.

Failure to comply with this ID badge usage procedure may result in disciplinary action, as outlined in the Tarkington ISD Student Code of Conduct.

Repeated violations may lead to progressive disciplinary measures, including but not limited to detention, loss of privileges, or suspension.

Implementation

The Tarkington ISD campus administration will be responsible for the implementation and enforcement of this ID badge usage procedure.

Teachers and staff members will be trained on the provisions of this procedure and their roles in ensuring compliance among students.

Review and Revision

The district administration will review this procedure annually to ensure its effectiveness and relevance.

Amendments or revisions to this procedure may be made as deemed necessary by the Tarkington ISD administration.

Law Enforcement Agencies (All Grade Levels)

Questioning of Students

When law enforcement officers or other lawful authorities wish to question or interview a student at school, the principal will cooperate fully regarding the conditions of the interview,