

Northeast Career & Technical Academy * revised 8/25/2025

Student ID Policy

For the safety and security of all school community members, staff and students must display a photo identification badge on the outermost article of clothing while on school property.

1. Upon entrance to the building, students must present their school identification and use the barcode to scan using our 5-star system.
2. *Students are expected to display their ID at all times.
 - a. ID Badges must be worn around the neck or on a clip (upper torso area).
 - i. *NE Staff will ask the student to put on their badge and inform the student that a behavior incident will be documented.*
 - b. The student must have their ID displayed in the hallway, in class, during lunch, and on our premises before or after school.
 - c. Campus security monitors (CSMs) or administrators will document (in the behavior log) students without properly displayed IDs in common areas. After a second warning, students will be referred to the office, where progressive discipline will be assigned.
 - d. Classroom teachers will document the behavior as a minor behavior incident (MBI) per the progressive discipline outlined (1st & 2nd offense).
3. If a student does not have their identification, they must purchase a new badge in the main office.
 - a. Up to \$5.00.
 - b. This will be documented as a minor behavior incident (MBI).
 - i. Three or more MBIs will result in a behavioral referral to the appropriate administrator.

No Identification	Progressive Discipline
1st & 2nd	Verbal warning and behavior documented as an MBI (Dress Code) -The parent will be notified through Infinite Campus with the MBI. -Students missing an ID will be sent to the office, and a charge will be applied to their student account.
3rd- 4th	Referral to Assistant Principal -Behavior documented as a referral -Parent Contact -School Beautification assigned (1 hour)
5th-7th	Referral to Assistant Principal -Student Conference -Magnet Probation notice issued for behavior violation - Parent Phone Conference w/ assistant principal
8th	Referral to Assistant Principal -In-person Student/Parent Conference requested -Magnet Probation issued for Behavior (Dismissal) -No-Go List (All after-school ticketed events/activities for the semester)

Northeast Career & Technical Academy Administration reserves the right to make changes and/or assign different progressive discipline resolutions at any time.