

STAFF IDENTIFICATION CARDS

The Colorado Springs School District 11 Board of Education (the Board) recognizes that effective learning and teaching takes place in a safe, secure, and welcoming environment and that safe schools contribute to improved attendance, increased staff achievement and community support. To that end the Board directs the Superintendent or designee to develop and implement an identification card program with the intent to promote safety, security, and accountability. The Board also directs the Superintendent or designee to develop regulations or administrative procedures to implement this policy.

The staff identification card is intended for use to be visibly displayed on their person by all staff while in any Colorado Springs School District 11 (the District) owned building, when utilizing District provided transportation, or while in attendance at all District sponsored events or activities while working. A supervisor may give permission for the identification card to be carried in another manner when the work task creates a safety hazard by having it displayed. Each identification card is to be centrally produced as a readily recognizable means of identification.

Inability or refusal to produce a District issued identification card may result in disciplinary action. Abuse or misuse of including but not limited to any unapproved reproduction or duplication of or failure to display in an approved manner a District issued identification card may result in termination.

Each employee will initially be provided with one color ID card at no charge. District issued staff identification cards will be the sole property of the District. Staff members are entrusted with its use. Therefore, when a staff member leaves the District, the identification card must be returned.

Adopted May, 2003
Reviewed May, 2012
Reviewed April 22, 2015
Revised November 9, 2016
Reviewed September 11, 2019

CROSS REFS.: GBM-R, Regulation to Policy GBM, Staff Identification Cards
GBM-E, Employee Exit Checklist, Exhibit to Policy GBM, Staff
Identification Cards