



## **Roseville Community Schools**

### **Introducing the Raptor Visitor Management System**

“The Raptor Visitor Management System is installed at every district building. The system will better allow secretaries and staff members to screen visitors, contractors, and volunteers who enter the school buildings. Director of Technology Mike Antoine said that the Raptor system will check to ensure that registered sex offenders are not entering the district’s buildings. “Visitors will scan a driver’s license or a state identification card to be scanned into the system when they enter a school, which checks the visitor’s name and date of birth for comparison with a national database of registered sex offenders.” Once the entry is approved, Raptor will print out a badge that identifies the visitor, the date, and the purpose for the visit. No other data from the ID is gathered or recorded, and the information is not shared with any outside agency. “The safety of our students is always a top priority, and the Raptor system allows us to quickly identify anyone who may present a danger to our students,” Antoine added.”

#### **What is the Raptor System?**

Raptor is a web-based software application that has been developed for the purpose of aiding educational facilities to ensure that people entering the building are legally cleared to access areas in which contact with students will be likely possible. Raptor will allow our schools to electronically check all visitors against a registered sexual offender database, produce a visitor badge, and monitor all visitors once inside our buildings. The overall goal of implementing Raptor is to better control access to all Roseville Community Schools buildings; thus, providing enhanced protection for our students and staff.

#### **How it Works**

Visitors will check-in at the main office/front entrance upon arriving and present a valid state-issued ID.

The office staff will scan the ID through the Raptor system, which only pulls the visitor’s name, date of birth, and photo for comparison with a national database of serious offenders (sex offenders, etc.). No other personal identifying information is saved.

If no match is found, the system will print a visitor’s sticker.

The visitor must wear the sticker during their visit, and it must be visible. These badges must be worn at all times while on the school grounds. School personnel have been directed to escort anyone not wearing a badge to the office. Visitors must check-in and receive a visitor badge each time they visit.

The self-expiring sticker will identify the person as an approved visitor and include the date and time and a picture of the visitor.

Visitors will need to check out at the main office prior to leaving. Visitor badges will be collected, and office staff will destroy the badges so they cannot be reused.

Children who do not have a valid ID may be allowed to visit as long as they are accompanied at all times by a parent or guardian who has completed the ID process and been issued a badge.

The new process is not intended to discourage parents from visiting their children's schools. On the contrary, we welcome visitors and encourage all parents to be an active part of their children's educational experience. The goal is simply to enhance the safety and security of both students and staff by prohibiting school access to those who pose a potential threat. Parents who wish to visit a classroom must adhere to the guidelines set forth by Roseville Community Schools.

Each building principal will be sending out an email to their staff and parents/guardians prior to starting use of the Raptor Visitor Management System at their building.

The Raptor system was purchased with funding from the ESSR III. We will continue to review and update our policies and procedures to meet the needs of our district. We thank you in advance for your cooperation in assisting to make Roseville Community Schools safe for everyone!