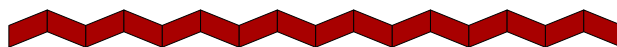




# IDENTIFICATION BADGES



## Safety & Security Fact Sheet

Regulation 4215 (most recent version) establishes guidelines and procedures for employee and visitor identification badge procedures.

- ✓ All Fairfax County Public Schools (FCPS) personnel who work in or regularly visit schools in the course of business are required to wear identification badges.
- ✓ All FCPS bus drivers and attendants are required to wear identification badges.
- ✓ All schools must have procedures for issuing and monitoring visitor badge procedures. These procedures should be included in the school's security plan.

### WHY ARE IDENTIFICATION BADGES IMPORTANT?

- Badges provide a means to quickly identify who belongs in the school and who doesn't belong in the school.
- School personnel can challenge those not wearing identification badges.
- Intruders are discouraged by sound prevention methods.
- Visitors are forced to report to the front office for visitor badges or passes.
- School communities who diligently wear badges will quickly observe those persons without identification.

For more information, visit our web site, [www.fcps.edu/fts/safety-security/factsheets/sec-10.pdf](http://www.fcps.edu/fts/safety-security/factsheets/sec-10.pdf)  
If you need assistance, call the security section at 703-764-2400.