

Student Identification Requirements and Procedures

Each student will have an identification card and lanyard issued at the beginning of each school year. All students and faculty are required to wear their identification cards during the school day.

I.D. cards will also be required to check books out from the library and to use all computers on campus. The following guidelines will apply to the Student I.D.:

- All students attending New Dimensions High School must have a current I.D.
- The student I.D. must be displayed **at all times** and worn on a lanyard around the neck.
- Lost I.D. replacements will cost \$5.00 and may be purchased at the front office.

- The following practices are **not allowed** in the use of the ID:
 - ✓ Wearing the ID underneath one's clothing (shirt, jacket, etc.)

 - ✓ Carrying the ID attached to a personal article (backpack, purse, etc.)

 - ✓ Tampering with the ID card. The I.D. should not be defaced. If the I.D. is defaced, students will be required to purchase another.

 - ✓ Using another person's ID or allowing another person to use one's ID. Any student not wearing an I.D. or wearing another student's I.D. will be disciplined according to the I.D. discipline policy

Discipline Policy

1st referral – Warning / reprimand / correct

2nd referral – Detention / correct

3rd referral – Referral /Administrative Detention/Correct

Teacher Procedures for Student ID's

First Period teachers will ensure the following:

All students have visible Identification Card and lanyard worn around the neck.

If students do not have an ID - follow the discipline policy listed below and record on spreadsheet.

Discipline Policy

1st referral - Warning / reprimand / correct

2nd referral - Detention / correct

3rd referral – Referral/Administrative Detention/Correct

4th and subsequent violations are to be referred to administrators for correction.

Teacher Name _____

1st Period

Student Name	1 st infraction	2 nd infraction	Date Served	3 rd infraction	4 th infraction

Student ID Infractions

Discipline Policy

- 1st infraction - Warning / reprimand / correct
- 2nd infraction - Detention / correct
- 3rd infraction – Referral/Administrative Detention/Correct

4th and subsequent infractions are to be referred to administrators for correction.