



Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

August 1, 2017

Dear Parent/Guardian,

As part of our commitment to school safety, last year a new visitor management system was installed in all District 158 schools. The Raptor Visitor Management System has proven to be an effective enhancement for the safety of our students and staff. This system checks visitors against a sex-offender database prior to granting access into our schools and provides automated visitor tracking. As we prepare for students to head back to school, please read the information below on what to expect when interacting with Raptor in 2017-18.

Parents/guardians of students returning to the same school:

If your student is returning to the same school he or she attended last year and you were entered into the Raptor system there, your information will remain on file, and you do not need to be re-entered in the system. Please be prepared to show ID when visiting the school.

Parents/guardians of new students or students attending a different school from last year:

If your student is attending a new or different school from last year and you have not gone through the Raptor System at this new building, you will need to be entered into the system at the new school. This can be completed at your first visit, or any time prior to the start of school when the school is open.

Q: How does the system work?

A: The electronic system scans the visitor's identification and checks it against a registered sex offender database to assure the safety of our students. Please note that the first time you are entered into the system, the process may take a few minutes. On subsequent visits, your ID will be scanned, but this process should be instantaneous. This process replaces the need for paper sign-in sheets.

Q: What forms of ID are accepted?

A: You will need to bring one of the following forms of identification if you would like to enter the learning environment of the school: state license, state identification card, concealed handgun license, consular ID card, green card, active military card, or a passport card (not the full passport).

Q: What if I'm just dropping off my child's homework or lunch? Do I still need to sign in?

A: Parents/guardians visiting the office to drop off a forgotten lunch, pick up or drop off a child, etc., need not go through the system. The Raptor process is for granting access into the school beyond the main office during the school day while students are present.

Q: What if I forget my ID?

A: A visitor who doesn't have an ID must remain in the main office until an administrator is notified. That administrator will decide whether the visitor can enter the school, accompanied by a staff member at all times.

Q: Does the system retain other information from my form of identification?

A: Raptor scans only the visitor's name, date of birth and photo for comparison with a national database of registered sex offenders and with any private alerts set up by the school. No additional data is gathered, and no data will be shared with any outside company or organization.

Q: I have additional questions.

A: If you have questions about the system, please contact your school.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam Dean".

Adam Dean, Chief Security Officer