ARLINGTON PUBLIC SCHOOLS
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January 9, 2019

Dear Arlington Public Schools visitors and volunteers:

Thank you for being a valued partner in the education of our students. We are reaching out to let you know that Arlington Public Schools is using a new volunteer and visitor management system called SafeVisitor Solutions. This system is designed to strengthen safety and security in our schools and streamline the visitor registration sign-in process and volunteer approval process. SafeVisitor is being installed at all Arlington schools during the 2018-2019 school year.

How does SafeVisitor work?

When SafeVisitor Solutions is available at a school building, volunteers and visitors will no longer sign in on paper when visiting the school. Instead, visitors will provide a government issued identification card or be asked to answer questions about their identity. This information is used to build a visitor list. All visitors are checked against a national sex offender registry. All volunteers undergo an additional Washington State Patrol background check which is good for one year. The volunteer database is managed and maintained by Arlington Public Schools.

What if I'm just visiting a school building and not volunteering?

Visitors will be asked to show a state issued identification like a driver's license, or be asked to answer a few questions about their name. Visitor names will be checked against the national sex offender registry. Approved visitors will receive a self-expiring name badge that cannot be reused.

What if I'm volunteering at a school?

Volunteers will be asked to complete an application at the district's website here:
https://www.asd.wednet.edu/community/volunteering (or scan the QR code to the right). The application asks the same questions we have always asked volunteers about their identity and any criminal history.

Approved volunteers will be sent an email (some email applications may consider it spam so check there for a message too) that includes information about the SafeVisitor mobile application and assigned an electronic badge, which is accessible through the SafeVisitor mobile app (free download on App Store or Google Play). The first time a volunteer signs into the building using SafeVisitor, they will be asked to be photographed and staff will print a self-expiring ID badge for use on campus. Please bring a government issued, valid photo identification with you to the school on your next visit as part of the verification process or show the barcode badge sent to you by SafeVisitor.

SafeVisitor
SafeVisitor Solutions
Everyone

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Volunteers within the SafeVisitor system can manage badges for easy access.

READ MORE

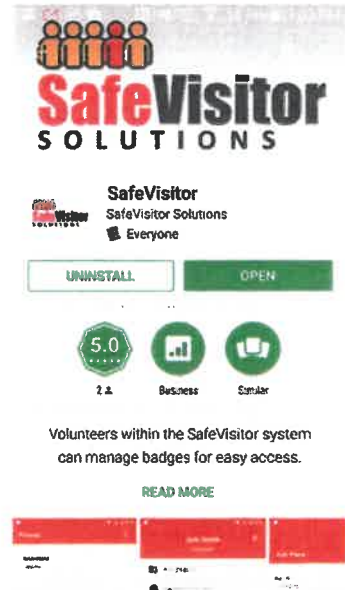## What if I don't have a smartphone or can't download the mobile app?

School office staff can print you a badge if you aren't able to access the electronic version.

What if I don't have a government issued identification?

Please check with school office staff. Other forms of identification may be accepted. While safety is of the utmost priority, we want our schools to be welcoming and accommodating to all families. Again, thank you for your service to our students, staff and schools.

What if I have already completed an APS background check this year?

If you've already completed an ASP background check that was not through SafeVisitor, please complete the volunteer application at the link above to submit a background check request through SafeVisitor. If you've completed an APS background check through SafeVisitor, you do not need to request an additional background check for the remainder of the school year.

←Scan this QR Code for a link to the iTunes store for free download of the SafeVisitor phone app.

Scan this QR Code for a link to the Google Play store for free download of the SafeVisitor phone app. ->