



Corcoran Joint Unified School District

1520 Patterson Avenue, Corcoran, California 93212

(559) 992-8888 – Fax (559) 992-1248

April 28, 2023

Dear Parents/Guardians,

This week, the district's governing board took action to update the visitor policy in effect at each school. The Board and the schools continue encouraging interested parents/guardians and community members to visit the schools and participate in the educational program.

To ensure the safety of students and staff and to minimize the interruption of the instructional program, there are procedures in place that facilitate visits during the regular school day when the visitor may not always be under the direct supervision of staff. One of these is checking in at the school's front office while the instructional program is in session. Visits during the school hours should be pre-arranged. Any person who is not a student or staff member shall register immediately before entering any school building or grounds when school is in session and shall report directly to the front office.

The update to the visitor policy is that all visitors will now be required to show a valid US government-issued identification. If a parent or a guardian for any reason does not have a US government-issued ID, the school can use other forms of identification or manually enter a person's name and date of birth into the Raptor Visitor Management System. By scanning their ID, each visitor's information is screened against the sex offender registry and customs databases, including those with custody orders and banned visitor status. The sex offender registry is the only official database the Raptor Visitor Management system checks. No other data from the ID is gathered or recorded, and the information is not shared with any outside agency. After checking in, the office staff will provide the visitor with a visible means of identification, including wearing a badge that shows their role type, name, destination, date and time of entry, and photo. This identification must be worn by all individuals who are not students or staff members while on school premises while the regular instructional program is taking place.

We thank you for your cooperation in providing a government-issued identification when checking in at the school's front office as a visitor before accessing the rest of the school's facilities. The government-issued identification will not be needed if the business is only in the school office. **All school sites will utilize the Raptor Visitor Management system beginning May 1, 2023.**

Sincerely,

Eduardo Ochoa
Superintendent

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Superintendent

Lora Cartwright
Director of Educational Services

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