

District Visitor Management System FAQ's

How does the system work?

Visitors present a valid state or government issued photo identification card to the school's receptionist. This ID is scanned into the Visitor Management System (VMS) and the personal information from the ID is cross-referenced against names of Registered Sexual Offenders (RSO) in a database maintained by VMS. Within moments, the receptionist will know if the visitor is an RSO. If this is the case, then guidelines are in place to positively engage the visitor and consider the validity of the request to visit the school. If this is not the case, then the VMS will print out a visitor's pass which includes the person's name, photo, date of visit, and destination within the building.

What types of identification are acceptable to be used in the VMS?

Any state or military ID which includes a photo.

What Data is Used?

Public sex offender database information is used to screen visitors to the campus, as well as private alert data entered by the school on custody issues and restraining orders. This is NOT a background search – no other criminal information is searched or provided such as traffic tickets, warrants, felonies, etc.

Data Security

The data entered or scanned into the system is secured by GeoTrust Quick SSL. Sites secured by Quick SSL are utilizing 128-bit SSL certificates hereby offering the highest level of encryption or security possible.

Privacy Policy

The data collected is exclusively for the use of the school, school district and law enforcement only. This information is NOT sold or shared with any outside sources.

Does this replace the criminal background check?

No, VMS only checks for sex offenders.

Do I have to present my photo ID each time I enter a school?

All visitors should be prepared to present their photo ID at each school visited. A visitor is required to present a photo ID on each subsequent visit. On subsequent visits, the receptionist will ask the visitor to either scan their ID at the kiosk or be scanned by the receptionist. It is important to note that even though a visitor may not be asked to provide their photo ID on subsequent visits to the same school, before a visitor's pass is printed out, the VMS will check the name against its updated database of Registered Sexual Offenders. If, for any reason, announced or not, a principal chooses to require photo ID for all campus visitors, this will be strictly enforced.

What if I'm on the Registered Sexual Offender list? Can I expect to interact with my child and work with the district in educating him/her?

You will need to check in with the receptionist upon arrival. A school administrator will visit with you to confirm the purpose of your visit. After this, you should expect that your visit will be monitored in its entirety. The visit / interaction may / may not be approved per Administrative Policy HUM-A055.

If a person is identified by VMS as an RSO, will that person be allowed into our schools?

If the system identifies a person as an RSO, administrators will immediately receive an alert message from VMS on their cell phone and/or e-mail. The campus administrators and SRO, if applicable, would invite the person into a private office to understand the need for the visit. If the Principal agrees to the visit, the person would receive a visitor's pass and then must be escorted to his/her destination. The entire visit would be closely monitored.

What about after-school events that are held in the school; can a parent or legal guardian who has been previously identified through the system as a Registered Sexual Offender go to such an event?

No. No sex offender, other than a student enrolled in the school in question, shall come on, about, or within 1,000 feet of a local school's property line. If any employee of the school district becomes aware of any sex offender's presence on school property, he/she shall immediately inform the principal, who shall direct the individual to leave the premises immediately and shall report the offender's presence to the school's SRO and/or local law enforcement. The principal shall request assistance from local law enforcement authorities if offender resists the principal's directives. If the sex offender repeats violating this restriction of coming on to school property, the principal may confer with human resources to consider taking appropriate legal action. Neither Administrative Policy HUM-A055 nor state law impose any duty upon a principal or any other employee of the local school district to review the sex offender registry for individuals who may come upon the property.

What if a vendor or contractor attempts to gain entrance and is found to be on the Registered Sexual Offender list; will he be given access to the school?

No, If the scan of the database comes back with a positive match, the vendor/contractor will be accompanied by school personnel while the delivery is made or work is completed. The vendor/contractor will then be asked to provide contact information for his/her supervisor and asked to leave the building. The accompanying personnel will then advise the Building Principal who will ensure the appropriate District personnel is contacted and advised that the particular vendor/contractor will not be allowed to make deliveries or perform future work in any building in CMCSS.

What about delivery trucks who deliver to the kitchen dock; will those people have to go through the VMS?

No, unless they have a need to go beyond the kitchen area; then they would be escorted by kitchen staff to the front office to go through the system.

What if I don't have a district-approved photo ID; can I still get into the school?

It depends on the purpose of your visit. A campus administrator will evaluate the purpose for the visit and make a determination. If granted, the visit will be monitored and limited solely to the area where you need to go. Before entering the school, you will be asked to provide your first and last name, as well as your date of birth; this information will be manually entered into the VMS and scanned against the RSO database. Assuming clearance, a visitor's pass will be issued.