



NEW RAPTOR Visitor Management System

The well-being of our students is paramount. We are always looking to strengthen and improve our safety measures. One such improvement is the adoption of the RAPTOR Visitor Management System, which is used by FCPS and other local school systems. This new system will allow us more efficient control of visitors to the building. This new protocol for all school visitors, including parents, will go into effect **Monday, October 15, 2018**.

All visitors to MSS aged 18 and older **MUST HAVE A GOVERNMENT-ISSUED PHOTO ID** to gain access to the school during school hours. **Driver's license, State ID, or military ID** are acceptable. With the RAPTOR system, IDs are scanned and checked against the registered sex offender and other databases. Once your ID has been scanned into the system once, it won't need to be scanned again. For details on how the system works, you may view the informational video at https://youtu.be/sS_saPxJqfc.

Visitors without the appropriate ID, such as minors, may be sponsored on case-by-case basis. They will still be **required to sign in AND out at the front office**. The following procedures **do not apply to arrival and dismissal** or when a parent is signing a child out for an appointment or sick day. They are **applicable to anybody visiting during school hours**, whether it's to classrooms or to the offices.

Visitor Procedures:

1. **ALL VISITORS MUST REPORT TO THE MAIN OFFICE** to present their ID and receive a pass.
2. Visitors **MUST SIGN-OUT** by returning their pass to the office.
3. Visitors, including current parents, may **NOT BE GRANTED ACCESS WITHOUT A VALID ID**.

If there are any questions, please contact us at 301.447.3161. We appreciate your patience and your support in keeping our students safe!

100 Creamery Road
Emmitsburg, MD 21727
301-447-3165
MotherSetonSchool.org