



Highland Elementary
208 N. Highland Ave.
Greeneville, TN 37745
Phone (423)638-1780 Fax (423)638-3341

Mrs. Newland, Principal

Mrs. Renner, Secretary

Dear Parent/Guardian:

Greeneville City Schools is pleased to announce that we will begin using the Raptor Visitor Management System to build on school safety for students and faculty. Part of keeping students and faculty safe is knowing who is in our building at all times and the Raptor system will allow us to do that. The Raptor system will better allow us to track visitors and volunteers in our schools and provide us with a safer environment for our students and staff.

Upon entering the building, visitors will be asked to present a valid state-issued ID, which will be scanned into the system. The Raptor system will check to ensure that registered sexual offenders are not entering our buildings. It is important to note that the Raptor system only scans the visitor's name, date of birth and photo for comparison with a national database of registered sex offenders. Additional information from the driver's license or ID is not scanned by the system and is not accessible to any of the users. Once entry is approved, Raptor will issue a badge that identifies the visitor, the date, and the purpose of his/her visit.

A visitor's badge will not be necessary for those who visit our school simply to drop off an item in the office or pick up homework. A badge is necessary if your visit will be going past the office into other areas of the building.

The safety of our students is our highest priority and the Raptor Visitor Management System provides a consistent way to help us maintain this each school day. Therefore, all visitors to the school must be scanned into the system and obtain a visitor badge. Thank you, in advance, for your understanding and support of enhancing school safety.

Sincerely,

Mrs. Shelia Newland
Highland School Principal