

Visitor Profile

Avery Joseph Sample

Email: No email address | Date of Birth: 08/15/1957

Students: Abbiegale Warner • Child ✕ + Add Student

Custody Instructions: Custody only Mon, Tues, Wed ✎

Check-in | Notes and Instructions 1 | Attachments 0

Visit History

Date	Check-in Time	Check-out Time	Association	Reason for Visit	Destination	Building
07/07/2021	09:54 AM	10:06 AM	-	Volunteer Classroom	Room 101	NaviGate Respond South

1 | Show: 10 Rows

Avery Joseph has a VMS profile attached to student Abbiegale Warner in this example. Avery is listed as an emergency contact for Abbiegale, with the relationship defined through the SIS as Child.

Custody instructions have been added by staff to indicate that he has custody of Abbiegale on Mon, Tues, Wed. These can be modified or removed at any time through VMS.

Other students may be attached to this profile as needed in cases of other family members authorized to visit or pick up a student but are not emergency contacts. The same exists on a student profile.

← Student Profile

AW Abbiegale Warner

Date of Birth	Grade	Tardies	Detentions
10/09/2007	02	0	0

Guardians & Family
-

Other Authorized Visitors

Avery Joseph Sample • Parent + Add Visitor

Custody Instructions
Custody only Mon, Tues, Wed

→ Late Check-In → Early Check-out Notes & Instructions 1 Attachments 0

Visits Late Check-ins Early Check-outs Scheduled Detentions

No visits for this student yet

Like the visitor profile, a student profile will display the same information regarding emergency contacts, authorized visitors, and custody instructions.

Student and Emergency Contacts: Custody and Blocklist Flags

The screenshot shows a 'Student Profile' page for Abbiegale Warner. The profile includes fields for Date of Birth (10/09/2007), Grade (02), Tardies (0), and Detentions (0). Under 'Other Authorized Visitors', Avery Joseph Sample is listed as a Parent. A modal titled 'Early Check-out' is open, showing a check-out time of 2:28 PM. The 'Person Checking Out Student' dropdown menu is open, displaying Avery Joseph Sample as the selected option. Below the dropdown are buttons for 'School-Related', 'Work-Related', and 'Other'. There is also a checkbox for 'Print Early Dismissal Pass' and 'Cancel' and 'Confirm' buttons at the bottom of the modal.

Student Profile

AW Abbiegale Warner

Date of Birth 10/09/2007 Grade 02 Tardies 0 Detentions 0

Guardians & Family

Other Authorized Visitors

Avery Joseph Sample • Parent x + Add Visitor

Custody Instructions

Custody only Mon, Tues, Wed

Late Check-In Early Check-out Notes

Visits Late Check-ins Early Check-outs Scheduled

Early Check-out

Check-out Time

2 : 28 PM

Person Checking Out Student

Select or enter name

Avery Joseph Sample
Other Authorized Visitor • Parent

School-Related Work-Related Other

Print Early Dismissal Pass

Cancel Confirm

When a student is checked out of school, the program requires a person from the authorized visitor's list to be selected. If someone not on this list is attempting to pick up a student, they must have their ID scanned so that a profile can be created and checked, and proper protocols set forth by the school can be followed before allowing a student to be released.

Student and Emergency Contacts: Custody and Blocklist Flags

Students

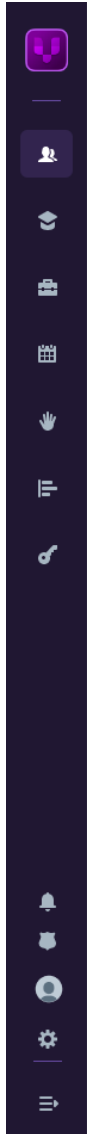
[All Students](#) [Scheduled](#) [Check-in & Check-out History](#)

Search by student name or ID All Grades ▾ + Bulk Actions ▾

<input type="checkbox"/>	First Name ▾	Last Name ▾	Student ID	Grade	Parents/Guardians	Actions
<input type="checkbox"/>	Aaliyah	Barrington	-	01	Nick Sample • Grandparent	→] Late Check-in [→ Early Check-out
<input type="checkbox"/>	Aaron	Wing	-	02	Janice Ann Sample • Extended Family	→] Late Check-in [→ Early Check-out
<input type="checkbox"/>	Abbiegale	Warner	-	02	Avery Joseph Sample • Parent	→] Late Check-in [→ Early Check-out
<input type="checkbox"/>	Abigail	Anderson	-	03	-	→] Late Check-in [→ Early Check-out
<input type="checkbox"/>	Adalia	VanArsdalen	-	02	-	→] Late Check-in [→ Early Check-out
<input type="checkbox"/>	Addalyn	Tomblin	-	PK	-	→] Late Check-in [→ Early Check-out
<input type="checkbox"/>	Addison	Sears	-	02	-	→] Late Check-in [→ Early Check-out
<input type="checkbox"/>	Adeline	Fernatt	-	03	-	→] Late Check-in [→ Early Check-out
<input type="checkbox"/>	Adeline	Kendle	-	05	-	→] Late Check-in [→ Early Check-out
<input type="checkbox"/>	Adreanna	Gardinsky	-	03	-	→] Late Check-in [→ Early Check-out

← 1 2 3 4 ... 47 → Show: 10 Rows ▾

Emergency contacts and authorized visitors are visible on the Students tab.



← Visitor Profile



Nick Sample

Email: No email address | Date of Birth: 03/05/1960

Students: Aaliyah Barrington • Grandchild ✕ | + Add Student

Custody Instructions: Do not allow Aaliyah to be released to Nick. He is not allowed to visit the school. ✎

Visitor is Blocked due to Restricted from Aaliyah Barrington via Court Order. ENTRY IS DENIED.
Visitor was Blocklisted on Fri, Aug 19, 2:40 PM | [Notify Security Team](#)

→ Check-in | 📄 Notes and Instructions 2 | 📎 Attachments 0 | ⋮

Visit History

Visit History Visit attempts after blocklisted

Date	Check-in Time	Check-out Time	Association	Reason for Visit	Destination	Building
07/07/2021	10:05 AM	10:06 AM	Aallyah Barbee	Tour Conference	-	NaviGate Respond South

← 1 → Show: 10 Rows ▼

In cases where a person is not allowed to access a school or student, a Blocklist profile is created, and the student(s) are attached to the profile. Notes may be added with specific instructions and custody details (entirely restricted, or not allowed to check the student out, etc.)

The Security Team can be alerted if needed from the profile. The security team notifications will be sent to any user in VMS that has turned on these notifications and set preferences (email or text).

Any profile can be marked as Blocklisted at any time.

No blocklisted profiles can be checked in.

← Student Profile

AB Aaliyah Barrington

Date of Birth	Grade	Tardies	Detentions
05/01/2009	01	0	0

Guardians & Family
-

Other Authorized Visitors
Nick Sample • Grandparent + Add Visitor

Custody Instructions
Do not allow Aaliyah to be released to Nick. He is not allowed to visit the school. ✎

→ Late Check-In → Early Check-out Notes & Instructions 1 Attachments 0

Visits Late Check-ins Early Check-outs Scheduled Detentions

No visits for this student yet

The custody/restriction information flows to the student's profile.