

# Replacement ID Cards

It is the policy of Bucks UTC to provide a safe working environment for students whilst in the Bucks UTC building and the proper use and display of ID cards is the way to do this.

You are required to wear your issued photo ID card in plain view in order to gain access to the building. Cards should be worn facing out, between collar and waist. If you wear your card so it can't be seen you will be asked to display it properly.

Students who misplace or damage their card must purchase a replacement to gain entry. Current cost is £5 for the first replacement, £7.50 for a second and subsequent replacements. A temporary card will be issued to students for occasionally forget to bring in their ID card.

Replacement lanyards and cases for your ID badge can also be purchased from reception for a charge of;

Case: £1.00

Lanyard: £1.50