



Student Parking 2020-2021

How to obtain a parking permit:

- Drop off at the HS office, send via postal mail, or scan and email to Mr. Butts (rbutts@cvsd.net)
 1. Completed Parking Permit Application (below)
 2. Supporting documents
 3. Do not submit payment until your application is approved
- If your application is approved, a verification email will be sent to your school email address. Likewise, if your application has been denied, an email will be sent to your school email address with an explanation for the denial.
- If approved, a time will be scheduled for you to come to the school to bring your payment and to receive your permit. Please be advised that a check or money order will only be accepted as payment.

Please note the following:

Priority will be given to SENIORS whose extra-curricular activity or employment requires arrival at practice/work immediately following dismissal at 2:34. Each application must contain the following:

- **Extra-curricular or employment verification**
 - **Documentation from coach/sponsor confirming active/current participation and practice schedule.**
 - **Verification of extra-curricular activities will be required each season.**
 - **Documentation from employer (completed by employer) confirming employment including typical week day work schedule.**
 - **Verification of employment (from employer) including scheduled hours may be requested throughout the school year.**
- Parking will be by zone during the 2020-2021 school year. Students who attend Parkway West CTC will receive a permit numbered 1-20. Remaining students who apply will receive a permit that starts with number 21. Permit numbers 21-80 will utilize the parking area behind the stadium specifically marked for students. Permit numbers 81-197 will utilize the tennis court lot. Permit numbers 197 and higher will be required to park at the Primary school upper lot.
 - There will be several days when the upper lot at the primary school cannot be used. These dates will be sent in an email as they are received.
 - Students must plan to arrive with enough time to either walk across the bridge in order to arrive by 7:35. As reflected in the student handbook, excessive tardiness will result in the loss of driving privileges.
- Incomplete paperwork will result in forfeiture of the parking permit.
- **SENIOR PREFERENCE FOR PARKING PERMITS WILL END ON AUGUST 14, 2020. AFTER THIS TIME, PERMITS WILL BE ISSUED BASED UPON WHEN A STUDENT'S APPLICATION WAS RECEIVED.**

CVHS Parking Permit Application

Last name: _____ First Name: _____

Student ID: _____ Grade: _____ Home room: _____

Driver's License #: _____ Make/model of Vehicle: _____

Color: _____ LicensePlate# _____

Insurance Company: _____ Policy # _____

Name of employer:

Name/phone number of supervisor:

Priority will be given to SENIORS, followed by juniors with after-school activities. Each application MUST contain the following:

- **Completed application, including \$10.00 non-refundable fee**
- **Extra-curricular or employment verification**
- **Documentation from coach/sponsor confirming active participation**
- **Documentation from employer**
- **Please note that students are not permitted to transport passengers to school unless both parents/guardians submit written permission.**

I give permission for my child to drive the vehicle described above to and from school:

Print name (parent) Signature

For administrative use only

Date application received: _____

\$10 parking fee: (check# _____) Parking permit # _____

Copies of _____ license _____ insurance card _____ registration _____

STUDENT PARKING/DRIVING POLICY (No. 223)

Authority The Board shall permit the use of motor vehicles by students in accordance with the following guidelines.

Guidelines All cars brought on school property must be registered with the office. A student must obtain a registration sheet and provide the proper information including insurance policy number and company, driver's license, and parent's permission.

Agree and submit to drug testing, at parent/student expense.

Student and parent must sign Policy #223 and return to the building principal prior to permit receipt.

Driving and parking lot privileges will be granted to students who fulfill the prerequisites. In the event that all spaces would be taken, preference would be given to students with valid verifiable needs.

Priority will be given to students in the following order:

1. Seniors
2. Involvement in after-school activities
3. After-school employment (must be verified on the proper form)
4. Juniors
5. Sophomores

The registration shall be returned to the office, and an identification tag will be issued. This tag must be displayed on the rear-view mirror. Students may not drive to school or use the parking lot until all of the above steps are completed.

In case of an extenuating circumstance, the building administration may grant a temporary parking pass for one day.

Driving privileges may be suspended depending on the severity and number of incidents for the following violations:

1. Parking in other-than-designated areas
2. Illegally leaving school grounds
3. Unexcused tardiness
4. Unexcused absences from school and/or class
5. Speeding/motor vehicle code violation
6. Unauthorized presence in parking lot during school hours
7. Possession, aiding, and/or abetting of illegal substances including, but not limited to tobacco, drugs, and/or alcohol
8. Persistent and/or willful violation of the Code of Conduct

Any violations of school driving/parking regulations may result in any or all of the following:

1. Warning
2. Municipal Authority Citation
3. Revoking of driving privilege
4. Suspension from school
5. Police Department Citation
6. Towing at owner's expense

I have read, understand, and agree to the requirements set forth in Policy No. 223.

Student Signature

Date

Parent Signature

Date