

PARKING ON SCHOOL PROPERTY

Guidelines for Parking on School Property

I. Rules Requiring Administrative Action:

1. Attendance / Tardy to School
 - a. Five unexcused tardies results in a warning
 - b. Six unexcused tardies results in a two-week permit suspension.
 - c. Seven unexcused tardies results in permit revocation for the school year with no refund.
2. Obligation /Detention
 - a. Five or more un-served detentions will result in a suspended permit until all owed detentions are served.
 - b. Excessive monetary obligation will result in a permit suspension until obligation is paid.
3. Inappropriate Behavior – The following list of infractions may constitute a permit suspension for a minimum of two weeks, with the potential of parking permit revocation with no refund.
 - a. Leaving school without permission
 - b. Excessive referrals to the office for behavior in school/classroom
 - c. Multiple suspensions from school
4. Expulsion from school for any reason will result in an automatic permit revocation with no refund.

II. Rules Requiring School Resource Officer (SRO) Action

1. Applicant must have a valid driver’s license and all vehicles must have current registration, insurance and inspection.
2. Students must obey all traffic laws.
3. Minor Infractions, resulting in permit suspension for a minimum of two weeks, include:
 - a. Parking issues for permit holders.
 - b. Parking permit not displayed from the rearview mirror of the car.
 - c. Parking in areas that are **not** student parking as denoted by the yellow lines and signs
4. Major Infractions, resulting in permit suspensions, revocation of a parking permit and possible traffic citation, include:
 - a. Repeated minor infractions
 - b. All traffic violations – speeding, not adhering to street signs (one way, stop signs), passing a school bus when stop lights are activated.
 - c. Careless and reckless driving.
 - d. Damage to other cars or property without notification to the SRO or HHS office.
5. Permits are not transferable. Students who possess a parking permit may not give, loan, or otherwise allow their permit to be used by any other student or allow it to be displayed/used on any other vehicle other than the one for which it was issued. Any transferred permit without the approval of high school administration or the SRO will result in a permit suspension and potential permit revocation.

III. Miscellaneous Rules and Procedures

1. Parking permits are \$50.00. If a parking permit is purchased after the 2nd semester, the cost will be \$25.00
2. **Permits are valid from 8:00 am - 3:15 pm each day. The main parking lot is closed to all cars 5-9pm Monday-Thursday and 3:30-5pm Friday during the fall semester.**
3. Permission for riders is the responsibility of the driver and the parents of drivers and riders.
 - a. Students are not permitted to be in the parking lot any time during the school day without authorization from a teacher or administrator.
4. After a heavy snowfall the roads and parking lot may still be hazardous and parking may be limited. Students are requested to use district transportation to and from school. Students should allow ample time to drive to school and arrive on time for their first class. Any student arriving after first period will not be excused.
5. Student drivers are responsible for any items found in their vehicles during a search by school personnel or persons acting as agents of the school. Vehicles are subject to search by police canine units under the authority/supervision of school administration. The school district is not responsible for damage to a vehicle during a search.
6. **Any unauthorized vehicles may be towed or detained at the owner’s expense.**

Parent Signature: _____ Date: _____

Student Signature: _____ Date: _____

TO BE COMPLETED BY SCHOOL OFFICIALS ONLY:

Payment Received: Money Order Check # _____ PARKING PERMIT # _____

Copy of Driver's License: Yes No