

Benjamin Franklin High School - Student Parking Permit Application / Regulations 2025-2026

Parking on campus is a privilege



This space is reserved for
SCHOOL USE

Fee paid: \$

Date issued: _____

By: _____

Issued Permit #: _____

INCOMPLETE FORMS WILL NOT BE ACCEPTED

_____		_____		_____	
Student Name		Grade		Driver's License Number	
_____		_____		_____	
Insurance Company		Policy Number		Expiration Date	
_____	_____	_____	_____	_____	_____
Year	Make	Model	Plate #	Color	
_____	_____	_____	_____	_____	_____
Year	Make	Model	Plate #	Color	

Student parking spaces are **UNASSIGNED** and students will be able to park in any available space. Visitor parking spaces are **OFF LIMITS TO ALL STUDENTS AT ALL TIMES**. I understand BFHS is a **CLOSED CAMPUS**. Students may not leave campus, including during lunch, without prior office approval. Student drivers are permitted to sign-out early to drive to scheduled appointments only if an "Off-Campus Release" has been signed by the parent and filed with the office **PRIOR** to the student leaving campus. In addition to the signed Off-Campus Release, whenever a student plans to leave campus, the parent must notify the front office via email at hsatt@bfcsaz.com. Students are required to sign out when leaving campus and sign back in upon their return.

Violation of parking rules may result in the loss of parking privileges and permits without refund of fees. See rules on back. Parking permits are not to be shared. Parking permits must be in the vehicle at **ALL** times and **MUST** be visible through the **front windshield at all times**. It is **YOUR** responsibility to move the permit to your secondary vehicle (if you drive it) & register the car information to the front office.

Student Signature *

Parent Signature *

All questions pertaining to parking should be directed to the front office, #480-558-1197

5/29/25

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**Parking on campus is a privilege
Fees and Refunds**

- The parking permit is \$80.00 for the year and is prorated per semester.
- Parking permits can be purchased at Charger Days, or thereafter at the front office.
- Please list all the vehicles that you may be driving on the application. If you should get a new vehicle or drive a different vehicle temporarily, please let the front office know. Parking permits must still be visible in your new/temporary vehicle.
- Students will obtain a new permit if the previous permit was lost or stolen (\$5.00 replacement).
- Refunds will be prorated for students who withdraw during the school year. To get your refund you must turn in your parking pass.
- Students who have their parking privileges revoked will NOT receive a refund.

Parking Permit Rules

Parking regulations are strictly enforced

Loss of parking privileges may result from, but are not limited to the following:

- **Leaving campus without office approval**
- Transporting students off campus that should be in class or on campus
- Students are not allowed to sit in cars or loiter in the parking lot during the school day. This includes during lunch.
- Student drivers may only transport siblings to and from school during school hours.
- Reckless driving/speeding
- Transporting alcohol, illegal substances or any form of weapon on campus
- Not displaying parking passes at all times.
- Unauthorized/non-registered vehicles
- Vehicles must be parked straight and occupying one space.
- Visitor parking spaces are **OFF LIMITS TO ALL STUDENTS AT ALL TIMES.**
- Handicap spaces are allowed ONLY if you have a placard, permit, or plates indicating a disability. (Please see the front office for more information)

**THIS SPACE TO BE
COMPLETED BY PARENT**

Student Name

Has permission to drive the vehicle described to school. It is understood that the violations of any of the driving and parking regulations listed may result in the suspension of this privilege.

Parent Signature

Suspension of parking privileges, towing of vehicles (at owner's expense) and/or suspension from school may occur when violations of these regulations occur.

The administration has the discretion to act upon any violation in a way that is deemed appropriate. Students who fail to comply with the policies listed above are subject to: (depending on the nature and severity of the offense may result)

Driving Violations

- 1st Offense: Warning
- 2nd Offense: After school detention
- 3rd Offense: Loss of parking privileges (Short-Term - Long Term)
- 4th Offense: Parking Privileges revoked the entire school-year

Parking Violations (unauthorized, permit not displayed, etc)

- 1st Offense: Warning Ticket
- 2nd Offense: Warning Sticker
- 3rd Offense: Final Sticker
- 4th Offense: Tow

You will park at your own risk. Failure to follow any of the above rules will result in a loss of parking privileges. Benjamin Franklin High School is not responsible for any vehicular damage, theft, loss of personal property or damages.

Parking Rules read and understood by BFHS Student _____ (Student's Initials)

Student Signature *

Parent Signature *

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Benjamin Franklin High School
Home of the Chargers

This form is ONLY for student drivers with a vehicle.

Non-student drivers should not complete or submit this form.

Guidelines and Procedures of Off-Campus Privilege:

- The student's parent or guardian must complete this permission slip in the presence of a school official and **MUST** notify the school **EACH TIME** their student plans to leave campus.
- The parent must notify the front office via email at hsatt@bfcsaz.com prior to their son or daughter leaving campus.
- Off-campus privilege only applies during the student's lunch period or on an "as needed" basis for early release from school due to appointments or other requests made by the student's parents.
- **Student drivers may not transport friends in their vehicle upon being signed out from school.**
- Students with attendance and/or disciplinary infractions may lose off-campus privilege at the discretion of BFHS administration.
- Students are expected to adhere to all organization and school policies while off campus. Policy infractions may result in temporary or permanent loss of open-campus privileges in addition to other disciplinary consequences as outlined in the BFHS Family Handbook.

Student/Parent Commitment:

- I agree to abide by these guidelines for off-campus privileges.
- I understand that all school and district policies apply during off-campus periods.
- I understand that student drivers **may only transport siblings** to and from campus during school hours and that it is the parent's responsibility to notify the office **EACH TIME** their student plans to leave campus.
- I understand that policy or behavioral infractions may result in a temporary or permanent loss of off-campus privileges at the discretion of BFHS administration.

Student Name (*print*):

Student Signature

Date

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For and in consideration of permitting the above-named child to participate in the activity described above, I hereby voluntarily release, discharge, waive, and relinquish any and all actions or causes of action for personal injury, bodily injury, property damage, or wrongful death occurring to the above-named child arising in any way whatsoever as a result of engaging in said activity or any activities incidental thereto, wherever or however the same may occur and for whatever period said activities may continue. I, for myself, my heirs, executors, administrators and assigns and the above-named child and his/her heirs, executors, administrators, and assigns, hereby release, waive, discharge and hold harmless Benjamin Franklin Charter School, its officers, agents, servants, or employees from any action or causes of action, aforesaid, which may hereafter arise for myself and my estate and for the above-named child and his/her estate, and agree that under no circumstances will I, my executors, administrators, and assigns or the above-named child, or his/her heirs, executors, administrators and assigns, prosecute or present any claim for personal injury, bodily injury, property damage or wrongful death against Benjamin Franklin Charter School Personnel of any of said causes of action, whether the same shall arise by the negligence of any of said persons or otherwise. Further, I shall indemnify and defend Benjamin Franklin Charter School and Personnel against any such claims for personal injury, bodily injury, property damage, or wrongful death arising in any way whatsoever as a result of the above-named child's engaging in the above-described voluntary activity or any activities incidental thereto.

Student as Driver:

I authorize do not authorize my student to drive his/her siblings during the Activity.

Parent/Guardian Signature

Date

BFHS Staff Witness

Date

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5/29/25

Benjamin Franklin High School - Release time Student-Drivers

RELEASE TIME POLICY

For students who have elected to participate in release time, BFHS has designated staff members posted on site to ensure that students relocate off site by using the crosswalk and parking lot with caution. The following expectations will further ensure that students participate in release time safely:

- Vehicles used by student drivers are expected to remain on campus from the time of arrival in the morning until after their last class of the day.
- Students that have release time as their first-class of the day may drive directly there; however, BFHS recommends that students park at the school and walk to the release time location.
**This excludes all zero hour students who have class on campus
***Student drivers may only transport siblings to and from school during school hours.
- Only senior (12th grade) students who have release time as their last class of the day may drive to the release time location.

Violations of the Release Time Policy may result in:

OFFENSE	POSSIBLE CORRECTIVE ACTIONS
First Offense	In School Suspension
Second Offense	In-school or out-of- school suspension (3-5 days)
Third Offense	Suspension, up to 10 days

FAQ:

Q: What if I have a zero hour class and my release-time is the first hour, can I still drive?

A: BFHS is a closed campus which means that students must remain on campus from the time of arrival, in the morning until after completing their last class of the day.

Q: Do I have to get permission to drive my vehicle off-campus during release-time?

A: Yes, student drivers are permitted to sign-out early to drive to scheduled appointments only if an **"Off-Campus Release"** form has been signed by the parent and filed with the office prior to the student leaving campus. In addition to the signed Off-Campus Release, whenever a student plans to leave campus, the parent **must** notify the front office via email at hsatt@bfcscz.com or the student will be asked to contact their parent **prior to leaving**.

Student Signature: _____

Parent Signature: _____

