

Gateway College Preparatory School
CAMPUS PARKING RULES

1. A valid driver's license, valid proof of insurance (with your name on it) and vehicle information is required to purchase a parking permit.
2. Registration information must be provided on the car that the student will be driving while using the parking tag. The parking tag number **MUST** match the vehicle it is on. **The tag must be permanently attached to the vehicle the student uses.** Students who drive a different car must obtain a **TEMPORARY TAG** in the Student Union the day this occurs. **Long term temporary parking will not be available.**
3. The student parking tag must be displayed in the lower right hand corner (passenger side) of the **INSIDE FRONT WINDOW**. Motorcycle permits must be displayed on the rear fender of the motorcycle.
4. Students who are children of Gateway College Preparatory School faculty and staff who drive their own vehicles to school **MUST** purchase a permit and park in the student lot as other students do.
5. The purchase of a parking tag entitles that student to park on campus for the current school year in the STUDENT CAMPUS PARKING LOT on a first come, first served basis. Only the student that has purchased a reserved parking space can park in that space (during regular school hours). The student parking lot is the large lot next to the gym.
6. Enforcement of the parking tags will begin the first Monday after school starts during the normal school year. Any vehicle parked on campus after that date and **AT ALL TIMES** thereafter without a valid Gateway College Preparatory School parking lot may be **TOWED AT THE OWNER'S EXPENSE WITHOUT PRIOR WARNING.**
7. **NO PARKING AREAS FOR STUDENTS: (Towing without warning will occur)**
 - a. **VISITOR PARKING LOT** in **FRONT** of the **Student Union.**
 - b. **STAFF PARKING LOT EAST** of the Student Union. **DO NOT PARK WITHIN THAT RESERVED AREA. THERE ARE SIGNS INDICATING THIS AS THE STAFF PARKING AREA.**
 - c. **STAFF PARKING AREA IN FRONT OF THE LEARNING CENTERS.** d. **ANY** area marked **NO PARKING, FACULTY AND STAFF, BUSES ONLY, VISITOR, HANDICAPPED, FIRE LANE, and TOW ZONE.**
 - e. Students who park on any **PRIVATE PROPERTY** adjacent to school property, **BLOCKING DRIVES, or PARKING IN AREAS MARKED NO PARKING BY WILLIAMSON COUNTY** (curbs painted red or yellow) are subject to legal action (car being towed, ticketed, etc.) by the property owner or by Williamson County. The school is not responsible for notifying the student if/when their vehicle is towed by Williamson Co.

8. A student may lose his/her parking permit and his/her vehicle may be banned from the campus for repeated or serious parking violations if he/she **OPERATES A VEHICLE IN A RECKLESS OR DANGEROUS MANNER** at any time on campus or on the street adjacent to the campus. **MAXIMUM SPEED LIMIT ON CAMPUS IS 10 MILES PER HOUR. RADAR MAY BE USED TO MONITOR SPEED.**
9. Students may lose their parking privileges if they **TRANSPORT UNDERCLASSMEN OFF CAMPUS WITHOUT PRIOR APPROVAL DURING THE SCHOOL DAY, ARE INVOLVED WITH THEIR VEHICLE WHILE BREAKING A SCHOOL RULE OR ARE INVOLVED IN AN ILLEGAL ACT.**
10. **Specific PENALTIES for VIOLATION of parking and traffic control policies:**
 - a. **SPEEDING:** exhibitions of speed over 10 mph or reckless driving. Administrators may choose to: File charges in Municipal Court, ban the car from campus, suspend the student's driving privileges for the remainder of the year, and/or assign appropriate discipline.
 - b. **PARKING VIOLATIONS and PERMIT VIOLATIONS** (i.e., no permit or permit not displayed in proper location) 1st offense: **Car Tagged**; 2nd offense: **Car Towed: Can Also Be Banned From Campus, Assigned To Detention, and/or Student's Driving Privileges Removed.**
 - c. **TOWING WITHOUT PRIOR NOTICE** will occur for parking in the **STAFF LOT, VISITORS AREA, FIRE LANES, and HANDICAPPED ZONES or TOW ZONES.**
 - d. **Students may not give/sell/transfer/duplicate a permit to another student. ANY student using a FORGED TAG will have their car TOWED WITH NO PRIOR WARNING and have the VEHICLE BANNED FROM CAMPUS.**
11. Students are not to sit in parked cars or loiter in the parking areas at any time. Students should secure their own vehicles by locking doors and securing windows. **THERE IS NO SECURITY FOR VEHICLES LEFT ON CAMPUS AFTER SCHOOL HOURS.**
12. Students who lose a permit due to negligence or theft will pay **FULL PRICE** for a new permit, provided tags are available. Lost or stolen permits should be **REPORTED IMMEDIATELY** to the Front Office. All accidents should be reported to the Front Office.
13. Neither GCPS nor Orenda Education Charter Schools will be held liable for damages or theft involving student, teacher, and/or other vehicles while on school grounds.
14. If you arrive on campus after your scheduled start time, you must report to the front office to sign in before going to class. If you have permission to leave early, before your scheduled class is over, you must report to the front office to sign out. At no point during your scheduled school day may you leave campus without going through the front office and signing out.

STUDENT PARKING PERMIT FORM

Vehicle Registration Form / School Year _____

ALL of the following information is required:

1. **Copy of your Valid** driver's license, attached to form
2. **Copy of your Valid** proof of insurance, with your name and vehicle, attached
(The office will not make copies)
3. \$10 fee – exact change or check make payable to Orenda Education
4. I understand that at the time I receive my vehicle registration form, I will receive a copy of the parking rules and regulations. I understand and agree to abide by these rules and regulations.

Student Signature: _____

LAST NAME: _____ FIRST NAME: _____

GRADE: _____ DRIVER'S LICENSE NUMBER: _____ Verified _____

VEHICLE MAKE: _____ VEHICLE MODEL: _____
(Toyota, etc) (Camry, etc)

PERMANENT
LICENSE PLATE# _____ COLOR: _____ YEAR: _____

If temporary plate list here and provide permanent upon receipt: _____

VEHICLE
REGISTERED TO: _____ INSURANCE COMPANY: _____

POLICY NUMBER: _____ POLICY HOLDER: _____ Verified _____

OFFICE USE ONLY:

DATE: _____ CASH: _____ OR CHECK #: _____ PERMIT #: _____

RECEIVED BY: _____