

# CATOCTIN HIGH SCHOOL

## 2018-2019 PARKING REGISTRATION

**NOTICE TO APPLICANTS: (read both side 1 and 2 thoroughly and sign below):**

The Frederick County Public School System provides bus transportation for all students who qualify. Students ARE NOT ENCOURAGED to drive to school.

- A parking permit is required to park any vehicle at Catoctin High School. This includes scooters and motorcycles.
- A fee of \$10.00 must be received at the time a permit is issued.
- Parking Permits are valid for one school year only (September through June).
- Parking spaces are limited. CHS does not guarantee availability. Permits will not be reserved. Permits are issued based on need and then on a first-come first-served basis. Need is determined by the following criteria. Please check your need for this permit:
  - Work Study **\*\*Jobs that are not part of the Work Study program are not a priority.\*\***
  - Administrative Attendance Waiver, Service Learning, Internship, Dual Enrollment (outside the school).
  - Special needs. Please list reason: \_\_\_\_\_
  - None of the reasons listed above.
- Students parking without a permit will be ticketed. Parking fines are \$20.00 Unpaid fines will become a financial obligation to the school.
- A valid Provisional Driver's License is required.
- Parking permits can be declined or rescinded for any reason at the discretion of the school administration.
- Excessive lateness to school will result in the revocation of parking privileges.

**The following information is mandatory for parking registration:**

STUDENT INFORMATION			
Student Name:	Parent/Guardian Name:		
Address:	Address:		
City:                      State:                      Zip:	City:                      State:                      Zip:		
Phone:    Grade:	Phone:    Grade:		

VEHICLE INFORMATION:	ALTERNATE VEHICLE INFORMATION (optional)
License Plate No.:    State:	License Plate No.:    State:
Year:                      Make:	Year:                      Make:
Model:    Color:	Model:    Color:

PARENT AGREEMENT:
I have discussed the rules located on the reverse side of this application with my child and agree that my child will follow these guidelines. I understand that violation of any of these guidelines will result in appropriate disciplinary action and the possible suspension of parking privileges. <b>Repeated parking offenses will result in the student's vehicle being towed at student's expense. Parking without a permit will result in a \$20.00 fine.</b> Unpaid fines will become a student's financial obligation. <i>Applications will not be accepted without parent/guardian signature.</i>
<b>Parent Signature:</b> _____ <span style="float: right;"><b>Date:</b> _____</span>

STUDENT AGREEMENT:
I have read rules and regulations printed on the other side of this application and I agree to comply with all of them. I further understand that any violations of the regulations could result in disciplinary actions and possible suspension of parking privileges for the remainder of the school year. I agree to pay any fines incurred.
<b>Student Signature:</b> _____ <span style="float: right;"><b>Date:</b> _____</span>

<b>&gt;&gt;&gt;THIS SECTION FOR OFFICE USE ONLY&lt;&lt;&lt;</b>	Date Submitted:	Assigned Permit No.:
Dr. Lic. # :	Paid: \$                      chk /cash	

## **PARKING PERMIT RULES AND REGULATIONS**

***A parking permit is required to park at Catoclin High School.***

Permits are approved and distributed by CHS administration.

All student drivers must clearly understand that their use of a vehicle to travel to and from school is a **privilege, not a right**.

*Parking Permits are valid for one school year (August through June).*

The Frederick County Public School system provides bus transportation for all students who qualify. Students **ARE NOT ENCOURAGED** to drive to school. Since parking spaces on campus are limited, students must demonstrate a clear need to drive to school. A student must also display the ability to operate the vehicle in a responsible and safe manner. Additionally, all traffic and parking regulations connected with this privilege must be obeyed. It is the student's responsibility to honor these rules.

### **LIMITED SPACES ARE AVAILABLE.**

Those students who wish to obtain a parking permit must complete a student parking application and contract. Permits are issued with priority given as follows:

1. Students in Work/Study program.
2. Students participating in Service Learning at a location other than CHS.
3. Students on Administrative Waiver.
4. Students enrolled in the student alternative program.
5. Students with special needs.
6. Students in Dual Enrollment classes (outside of school).

Remaining permits are issued on a first-come, first-served basis.

Parking permits may be declined or rescinded for any reason deemed appropriate by the school administration. **This includes but is not limited to student conduct, disciplinary action against the student, and attendance/tardiness of the student.**

### **FEES:**

The Parking Permit Fee is \$10.00.

A parking ticket carries a **\$20.00 fine**.

### **STUDENT PARKING LOTS:**

The **upper lot** is reserved for students who have Work/Study or off-campus Student Service Learning or Administrative Attendance Waiver.

The **lower parking lot** is for all other students. If the lower lot is completely full, the upper lot may be used for overflow parking.

The **center parking lot** is reserved for staff only.

**DO NOT PARK IN ANY SPACE THAT IS DESIGNATED AS RESERVED, STAFF, VISITORS OR HANDICAP.**

### **DRIVING DURING WINTER MONTHS:**

We strongly urge parents and students to use assigned buses during inclement weather while school is in session. Students driving to school during the winter months will be expected to properly equip their vehicles for safe operation. Leaving school early due to weather conditions must be arranged through the main office.

## **PARKING REGULATIONS:**

1. All standard driving and parking laws as adopted by the State of Maryland, Frederick County, apply at all times on school property.
2. A parking permit tag must be clearly displayed through the front window at all times while the vehicle is on campus.
3. Posted speed limits must be observed.
4. Drivers must yield right-of-way to pedestrians and buses.
5. Students may park **ONLY** in those areas designated as student parking lots. Students may not park in the grass or in undesignated areas.
6. Upon arrival on campus, a student must immediately park, exit his or her vehicle and enter the building.
7. Students are not permitted in parking lot areas during the school day without the written permission of an administrator.
8. Under no circumstances shall students transport other students from school during the school day unless written permission from the parent of the student driver and the parent of the student passenger has been received in advance and approved by the school administration.
9. All passengers must be transported in a legally-approved fashion with seat belts fastened. This specifically prohibits students from riding in the back of a pick-up truck or similar vehicle.
10. The school administration reserves the right to search vehicles on school property, and seize any illegal substances or contraband such as weapons, drugs, drug paraphernalia, alcoholic beverages, tobacco or similarly prohibited items.
11. Career and Technology students must ride the bus. A parking permit must be granted by the Career and Technology Center in order for students to be permitted to drive there. As stated in #8 above, no student may transport another student to CTC.
12. Students may not use their vehicle to delay or impede either their own attendance or the attendance of another CHS student.
13. Student drivers must immediately and courteously follow the directives of any staff member who is supervising or coordinating activities in the parking areas or campus roadways.
14. Parking Permits are NOT transferable and may NOT be loaned to another student.
15. Parking permits may be rescinded at the discretion of the administration of Catoclin High School.
16. Students with poor attendance or chronic tardiness or truancy will have their parking permits rescinded.

### **CONSEQUENCES FOR FAILURE TO COMPLY WITH PARKING REGULATIONS:**

**Any student who abuses this privilege will lose it.**

Consequences for violation of CHS parking rules and regulations may or may not include the following:

1. Administrative warning and parent contact.
2. Administrative referral.
3. Suspension of parking privileges for a temporary or indefinite period of time.
4. Fines at owner's expense. **Unpaid fines will be carried as school financial obligations.**
5. Towing the vehicle at owner's expense.

**STUDENTS PARKING WITHOUT PERMITS** (not displaying a visible permit, or parking while the privilege is suspended) are subject to the following consequences:

1. Ticket (**\$20.00 fine**). Fines at owner's expense. **Unpaid fines will be carried as school financial obligations**
2. Administrative referral.
3. Indefinite suspension of parking privileges.
4. Towing the vehicle at owner's expense.