



## JAMESTOWN HIGH SCHOOL PARKING PERMIT APPLICATION 2017-2018

Before you submit your application, please make sure you've completed all requirements.

*Once complete, bring your application & all required documentation to Mrs. Deal in room 206.  
\*May be turned in to Front Office during summer hours.*

***Parking permits WILL NOT BE ISSUED until all documentation and payment is received.***

### 🎪 JAMESTOWN HIGH SCHOOL PARKING INFORMATION 🎪

#### **Application Procedure:**

Parking applications are available on-line or students may pick up an application in the Assistant Principal's office, room 206 at JHS. Completed parking applications should be returned with fees and other documentation to the Assistant Principal's office. Approved parking applicants **must** maintain satisfactory grades (1.5 GPA), school attendance and conduct records to retain the parking privilege.

#### **Completed Parking Permit Applications must be submitted with the following:**

- Photocopies of driver's license and vehicle registration
- **\*NOTE: The school will not make photocopies for you.**
- Completed parking application and regulations agreement (**signed by parent and student**)
- Only vehicles registered to you or someone in your immediate household may be registered for a parking permit.
- Students may not drive until they receive and display a proper parking permit.
- \$50 permit fee per semester (cash OR check or money order made out to Jamestown High School)
- NO REFUNDS. Replacement permits for lost or stolen parking permits must be purchased at a cost of \$10.00.

\*\*Parking permits are issued to students enrolled in the following programs at no charge, after required documentation is provided:

- CBE student
- Vo-Tech or TNCC students with a valid parking pass from New Horizons or TNCC - verified by the Assistant Principal's Office.

#### **Temporary Parking Permit Tag**

A temporary parking passes may be issued once per semester for court appearance, doctor appointment, dental appointment, funeral, etc.

- Temporary parking permit tags are valid for only one day.
- A written request, signed by a parent/guardian, must be submitted for review two days prior to the date of request.

#### **Regulations**

Student drivers are expected to arrive by 7:15 am, ample time to get to their first period class on time. A student driver that is chronically tardy to class or school may ultimately forfeit their privilege to park on school property. Students are not permitted to loiter in the parking lot and vehicles must be vacated and locked upon arrival. In order to protect personal property, students are not authorized to access the parking lot during the school day. This is a responsibility that applicants accept as a condition for the parking privilege on school property.

Parking in non-permitted areas, including the teachers' parking lot, may result in towing fees and forfeiture of parking privileges. **The owner of the vehicle assumes all responsibility for towing and storage fees, including warrants issued for illegal driving or parking violations.**

Jamestown High School Students who purchase a parking pass will be permitted to park at all WJCC Schools. Students who fail to abide by the terms of this parking agreement will lose all on-campus parking privileges. Enrollment in an approved school program does not guarantee a parking permit tag for the school year. Parking permit tags must be visible at all times and not transferred non-registered vehicles. Parking permits cannot be shared. It can only be used by one registered student.

### **Disciplinary Actions**

- Students are expected to arrive on time for the school day. Late arrivals will result in:
  - First offense - Warning.
  - Second offense – Temporary loss of parking privilege.
  - Third offense - Temporary loss of parking privilege for at least two weeks.
  - Fourth offense – Potential for permanent loss of parking privilege for remainder of semester or school year.
- Student conduct violations will result in loss of parking privileges as follows:
  - Suspension – two (2) weeks
  - Second suspension – one (1) month
  - Additional suspensions – forfeiture of parking privileges for remainder of semester or school year.
  - Referral for Long Term Suspension/Expulsion – remainder of school year
  - Any false statements or pretenses will result in immediate suspension of parking privileges.
  - Reckless or otherwise unsafe driving on school property, **AT ANY TIME**, will result in disciplinary action and possible revocation of parking privileges.

**Special Notes:** County Police routinely patrol the school area. Vehicles are subject to verification of compliance with county and state laws (i.e., county stickers, tags, inspections, etc.) Be sure that your vehicle is in compliance with state/county/city laws. In case of an accident in the parking lot or on school grounds, students are expected to exchange insurance and license information. State Police will not be summoned to the scene unless exceptional circumstances apply.

# Jamestown High School - Parking Regulations Agreement

Please read each of the following statements and initial each line next to each statement indicating that you understand and will comply with each statement. **Each application should have parent AND driver initials.**

Upon receiving my parking permit tag, I, the undersigned, fully agree that I:

- \_\_\_ \_\_\_ will have my vehicle parked 15 minutes before class starts in order for traffic to flow safely,
- \_\_\_ \_\_\_ understand that my parking permit tag will be surrendered to security if I arrive late. I further agree that repeated late arrivals will result in a warning, temporary removal and finally permanent withdrawal of parking privileges without any refund,
- \_\_\_ \_\_\_ will obey all traffic laws while on school grounds,
- \_\_\_ \_\_\_ will not sit in or loiter around my car either before or after school,
- \_\_\_ \_\_\_ will not go to my car or allow others to go to my car during the school day without prior, written administrative approval,
- \_\_\_ \_\_\_ am not to bring alcoholic beverages, drugs, or weapons on school grounds in my car,
- \_\_\_ \_\_\_ will lock my car while it is parked on school grounds,
- \_\_\_ \_\_\_ will not give or loan my parking permit tag to another student,
- \_\_\_ \_\_\_ will place my permit tag only on cars listed on my application and will promptly amend my application should my cars change and provide the appropriate documentation,
- \_\_\_ \_\_\_ will display my parking permit tag at all times on school property,
- \_\_\_ \_\_\_ will park only in areas designated for student parking (not the faculty parking lot on school days)
- \_\_\_ \_\_\_ will not allow my car stereo to be heard outside of my vehicle upon entering school grounds,
- \_\_\_ \_\_\_ will not smoke in or near a vehicle on school grounds,
- \_\_\_ \_\_\_ will be responsible for the towing charges if my car is towed for being illegally parked,
- \_\_\_ \_\_\_ will not operate my cell phone while driving on school grounds.

\_\_\_ \_\_\_ **I UNDERSTAND THAT DRIVING TO SCHOOL IS A PRIVILEGE, NOT A RIGHT.** This privilege may be suspended or revoked if the rules above are not obeyed, if I am removed from any approved program, or my attendance or behavior at school indicates that I am not responsible enough to deserve this privilege.

\_\_\_ \_\_\_ I agree to all terms and conditions outlined in the application.

\_\_\_ \_\_\_ **I UNDERSTAND** that in order to maintain reasonable control of the educational setting and to maintain school safety, the Jamestown High School administration reserves the right to search and seize any property within a vehicle which violates state law, school regulation, or may be harmful to any person. In order for a search to be made, the vehicle must be on property belonging to or under the control of W-JCC Public Schools.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_ \*Parent/Legal guardian Signature/date \_\_\_\_\_

*\*These signatures only imply that the student and parent/legal guardian have read and become familiar with all parking regulations of the school outlined in both the cover letter and this application and fully understand their responsibility in this regard.*

**OFFICE USE ONLY  
JAMESTOWN HIGH SCHOOL**

PERMIT # \_\_\_\_\_ Spring / Fall / Full Year

DATE Application Received/Issued: \_\_\_\_\_

CASH or CHECK or Online Pymt \$ \_\_\_\_\_ # \_\_\_\_\_

**Jamestown Parking Application**  
**VEHICLE(S) INFORMATION**  
**2017-2018**

Name \_\_\_\_\_ Grade \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_

Vehicle 1	Vehicle 2
Make/Model	Make/Model
Color	Color
Year	Year
License Plate	License Plate

Parent/Guardian Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Parent/Guardian Signature:

**Please note:** Your driver's license and registration for each vehicle must be presented along with the regulations agreement and completed application. You may only register a vehicle that is the property of you or someone in your household. Students may not drive until they receive and display the proper permit.

Please be aware of actions that could result in your not receiving a parking permit tag: unpaid fees, failure to pay for lost textbooks, disciplinary violations.