



## DUTCHTOWN HIGH SCHOOL PARKING PERMIT POLICY

Parking Disclaimer: All student-drivers are expected to follow Dutchtown High School parking policies and policies outlined in the Henry County Schools Secondary Student Handbook. Failure to follow policies or meet requirements may result in parking space suspension or revocation.

### All drivers are expected to follow these policies in the PARKING LOT:

- Student-drivers must park in the parking space issued within the white lines.
  - o Parking decal must be properly displayed **hanging from the rearview mirror.**
  - o Permits are non-transferable.
- Student-drivers may **not** park in service roads, driveways, walkways, on yellow curb or in “No Parking” or “Fire Lane” areas.
- Student-drivers must not drive recklessly, speed or jump curbs.
- Student-drivers are expected to vacate vehicle upon arrival at school and enter the building.
- Student-drivers are expected to leave campus upon entering your vehicle at the end of scheduled day.

### All drivers are expected to follow these policies WHILE AT SCHOOL:

- Student-drivers may not have more than 9 unexcused tardies or more than 5 unexcused absences per semester.
- Student-drivers are responsible for having all necessary items (i.e., books, projects, money, lunches) on their person when they enter the school building.
  - o Students will **NOT** be allowed to go to their car during the school day without administrative assistance.
- Student-drivers may not have more than 4 referrals during the school year.
- Leaving campus without permission or skipping classes may result in parking space suspension or revocation.
- The expectation is that all students are passing all classes. Student-drivers may have their parking privilege suspended or revoked if failing 2 or more classes.
  - o This includes classes taken at Impact Academy, Academy for Advanced Studies, or Dual Enrollment.

## PARKING APPLICATION

Student's Name: \_\_\_\_\_  
*Last First Middle*

Student ID#: \_\_\_\_\_ Grade: \_\_\_\_\_ Student Cell: \_\_\_\_\_

### #1 Vehicle:

Make: \_\_\_\_\_ Model: \_\_\_\_\_

Year: \_\_\_\_\_ Color: \_\_\_\_\_ Tag #: \_\_\_\_\_

Excel: \_\_\_ IC: \_\_\_  
Keyed: \_\_\_\_\_

### #2 Vehicle: (\$10 if purchased during 1<sup>st</sup> semester; \$5 if purchased during 2<sup>nd</sup> semester)

Make: \_\_\_\_\_ Model: \_\_\_\_\_

Year: \_\_\_\_\_ Color: \_\_\_\_\_ Tag #: \_\_\_\_\_

Excel: \_\_\_ IC: \_\_\_  
Keyed: \_\_\_\_\_

PARKING DECAL # \_\_\_\_\_

# PARKING REQUIREMENTS

- Cost of parking permit is **\$50. Students parking on campus during 1st semester.**
- Cost of parking permit is **\$25. Students parking on campus beginning 2<sup>nd</sup> semester.**
- When purchasing a parking permit, the student must bring in the following items:
  - **Completed and signed parking application and signed “Notification of Truancy and Tardy Rule Concerning Parking Privileges” (3 pages total)**
  - **Class C or D Driver’s License**
  - **Insurance Card – MUST BE CURRENT**
  - **NO CHECKS ACCEPTED-Parking fees can be paid on MYSCHOOLBUCKS.COM**
- All FEES OWED** must be cleared before a parking permit can be purchased.
- Students must park in their designated space. Cars without permits and cars parked in unauthorized areas may be booted or towed at the owner’s expense.
- A daily permit for \$5.00 for any unregistered vehicle must be purchased in the front office before the school day begins. If your parking decal has been revoked or suspended, this will not be an option.
- Any changes or additions in the above vehicle information must be reported immediately to the front office.
- The parking area at a school is part of the school and is owned and regulated by the Henry County Board of Education.
- The Henry County Board of Education may periodically change the rules and regulations governing the use of the facilities and automobiles.
- Refer to “*Notification of Truancy and Tardy Rule Concerning Parking Privileges*” for more information on revocation/suspension of parking privileges.

\_\_\_\_\_  
STUDENT’S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARENT/GUARDIAN’S SIGNATURE

\_\_\_\_\_  
DATE

### FOR OFFICE USE ONLY

Fees Owed Cleared	Driver’s License Class	Proof of Insurance	Amount Paid
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**NOTIFICATION OF TRUANCY AND TARDY RULE  
CONCERNING PARKING PRIVILEGES**

**Dutchtown Student-Drivers,**

Our school is making a special effort to encourage punctuality to the school and thus minimize classroom interruptions. Uninterrupted instructional time is important to the learning process and will be addressed following the Henry County Student Code of Conduct. Students who are late to school or who leave school without authorization disrupt this process.

To emphasize the importance of being on time to school, remaining at school, and attendance in school, a student’s parking privilege may be suspended or revoked for violations of the *Dutchtown High School Parking Permit Policy*. Student-drivers may not have more than 9 unexcused tardies or more than 5 unexcused absences per semester. The suspension of parking privileges may extend up to 5 days for the first violation. The second violation may result in more severe suspension or revocation to be determined by Dutchtown High School administration.

**Parking Suspension:** Student parking spaces will be held until suspension has concluded. Student will be allowed to return to the same parking space previously held.

**Parking Revocation:** The cost of the parking permit will not be refunded and the parking space may be reassigned to another student.

We solicit your support and help in this matter. Please sign the form below and return it with the parking application.

**STUDENT’S NAME:** \_\_\_\_\_  
*LAST FIRST MIDDLE*

**I have read and understand Dutchtown High School’s Parking Permit Policy and the stipulations of this notification.**

\_\_\_\_\_  
**STUDENT’S SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**PARENT/GUARDIAN’S SIGNATURE**

\_\_\_\_\_  
**DATE**

*This form is to be completed before a parking permit is issued to the student.*