



UTICA HIGH SCHOOL PARKING PERMIT APPLICATION and GUIDELINES FOR PARKING

11th and 12th Grade Only – Purchase at Registration in August. After school starts, purchase in the Main Office.

Dear Parents:

Your high school student has requested permission to drive to Utica High School and park in the school parking lot(s). All requests will be carefully screened and only valid cases will be approved because of the limited number of parking spaces. **Students with a history of attendance problems (including excessive tardiness and unexcused absences) or disciplinary problems may not be issued a permit.**

Should your student be granted permission, we will expect complete compliance with the school rules. Failure to abide by the following regulations may result in the loss of the driving permit.

The Parking Permit Application Form needs to be completed and returned. This must be signed by you and your student and returned when purchasing the permit. Students should review the following regulations:

1. Before a permit will be issued, a student must produce a valid driver license. Also, registration and proof of insurance of the vehicle in which the permit will be applied must be presented.
2. All cars must be registered with the high school authorities and bear a registration sticker. **Failure to permanently affix the sticker may result in revocation of parking privilege.**
3. All cars must be parked on school grounds, in the student parking lot. **Students are NOT ALLOWED to park in the Faculty Parking lot, Wiley Elementary School Parking Lot, Visitors area, or ANY OTHER UNAUTHORIZED AREA.**
4. When students arrive, they are to park their car, lock it and immediately go into the building. They are not to return to their car until the end of their school day, except by special written permission by school personnel.
5. Parking permits will be issued and/or revoked by administration. **(Students with a history of attendance or disciplinary problems may not be issued a permit.)** There is no guarantee that students who apply for a permit will be issued one.
6. Students must have their car under control at all times. Speed limit is not to exceed 10 mp h in the parking lot. Careless and reckless driving is prohibited. Excess noise will not be tolerated.
7. Any driving without permission will be subject to **SUSPENSION** from school. Any unregistered and unauthorized cars may be towed away at the owner's expense.
8. Driving students who leave, or transporting other students, away from the building during school hours will be faced with disciplinary action which may include **revocation** of driving permit and suspension from school.
9. By entering school property the person in charge of any vehicle consents to a search of vehicle with or without cause by school officials or the police. The search may include the passenger compartment, engine compartment, trunk and all containers locked or unlocked in or on the vehicle.

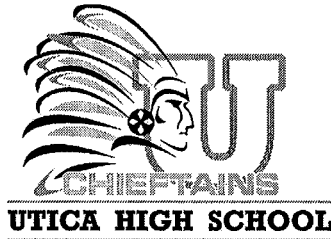
10. Although the parking lot is supervised, Utica Community Schools has no insurance to cover loss or damage to any vehicle and is in no way responsible for such.
11. Upon the purchase of new license plates, cars must be registered immediately or student may have the permit revoked.
12. All permits will cost **\$30.00** each. When you have to drive a different vehicle than the one that has a permit issued to it, you must notify the school authorities first thing that day.
13. Any student who purchases a replacement permit will have to show proof of ownership for that vehicle before a replacement permit is issued. Any student who purchases a replacement permit and gives the permit to another student will have both permits **REVOKED** and other disciplinary action may be taken. **Second or replacement permits will cost \$30.00 each.**
14. Parking will be allowed only in spaces that have been marked as a parking space. Cars parked in any other areas will be ticketed and/or towed away.
15. Due to parking regulations that the Police and Fire Departments are requiring the school to follow, the parking lot will be monitored closely for **FIRE LANE VIOLATIONS**. The school has no control over this situation, and must follow these regulations by law.
16. The Police Department will strictly enforce parking violations in the FIRE LANES and in the HANDICAPPED AREAS.
17. Parking Permits will not be issued to any student who owes Utica Community Schools any monies for prior fees.
18. Permits will be distributed at registration. At registration in August you will need to bring your car registration and proof of insurance for the vehicle you registered. If any of the vehicle information has changed from the original application, please bring the new information with you in August to registration.

Failure to follow these guidelines will result in the following disciplinary actions:

- 1st Sticker Offense – Verbal Warning**
- 2nd Sticker Offense – Saturday School**
- 3rd Sticker Offense – 1 Day Suspension**

Permit #: _____

School Year: _____



PARKING PERMIT APPLICATION

Please submit your \$30.00 permit fee (checks payable to "Utica High School") with this application form. Purchase your permit in August at registration. After school begins, purchase in the Main Office. You need to bring your car registration and proof of insurance for the vehicle you are registering with you.

For the 2014-15 school year, parking will be first come, first served. There will not be a Junior and Senior specific lot to park in.

NAME _____ GRADE _____

ADDRESS _____ CITY _____ ZIP _____

VEHICLE DESCRIPTION: MAKE _____ YEAR _____

MODEL _____ COLOR _____

REGISTERED TO _____ LIC. PLATE _____

Students with a history of attendance problems (including excessive tardiness and unexcused absences) or disciplinary problems may not be issued a permit.

I have read the attached list of guidelines and understand that failure to follow any of these guidelines may result in the loss of parking privileges and/or suspension. The following disciplinary actions apply:

- 1st Sticker Offense – Verbal Warning**
- 2nd Sticker Offense – Saturday School**
- 3rd Sticker Offense – 1 Day Suspension**

SIGNATURE OF STUDENT _____

SIGNATURE OF PARENT/GUARDIAN _____