

**ST. AUGUSTINE HIGH SCHOOL (SAHS)
PARKING POLICIES AND PROCEDURES
2017-2018**

DRIVING TO SCHOOL IS A PRIVILEGE, NOT A RIGHT. All students who drive to school must have a valid parking decal. Applications for parking can be obtained at the front office or online via the school's website. Decals will initially be issued to **rising seniors in April 2017 and rising juniors during the month of May 2017, and July 31, 2017 (refer to orientation schedule, based on availability)**. Initial applications should be turned in and payment for parking decals can be made in the Registrar's office during the month of April and May 2017, or the first two weeks of school (**August 10-24th; based on availability**). The decals are issued on a first-come-first-serve basis, until all parking slots are sold. Parking decal applications must be signed by either a parent or guardian. Decals cost **\$75.00**. Driving on campus without a current decal will result in disciplinary action. Due to limited parking availability, all students should park in their designated parking spot (decal number will correspond with parking spot number). All parking spots, including "**Senior reserved**" spots (**#1-88**), are designated for decal holders from **7AM-4PM (3PM on early release Wednesdays) each school day**. Sophomores may purchase a parking decal only with administrative approval.

PARKING RULES

Failure to comply with parking regulations may result in loss of parking privilege and/or other forms of discipline. The parking attendant, school staff and YRD enforce parking regulations. School administration may revoke on-campus parking/driving privileges without refund for infractions related to school policies and expectations.

St. Augustine High School reserves the right to tow any vehicle from campus that is not in compliance with parking regulations. The owner of the vehicle is responsible for any costs incurred due to towing.

- (1) PARKING DECALS MUST BE PROPERLY AFFIXED AND DISPLAYED FROM THE REAR VIEW MIRROR OF THE VEHICLE.
- (2) IF YOU DRIVE A VEHICLE OTHER THAN YOUR REGISTERED VEHICLE, IT IS YOUR RESPONSIBILITY TO NOTIFY THE PARKING LOT ATTENDANT. **STUDENTS MAY NOT SHARE, RESELL, OR GIFT A PARKING DECAL; ALL DECALS ARE INTENDED FOR USE BY THE REGISTERED PURCHASOR OF THE PARKING DECAL (MISUSE CAN RESULT IN LOSS OF PARKING PRIVILEGE). UPON WITHDRAWING FROM SAHS, PARKING DECALS MUST BE RETURNED TO THE REGISTRAR.**
- (3) STUDENTS ARE REQUIRED TO PARK ONLY IN THEIR DESIGNATED STUDENT PARKING SPOT/AREA (MATCHING THEIR DECAL #). ANY VEHICLE PARKED IN AN UNAUTHORIZED AREA (ANOTHER STUDENT'S, TEACHER/STAFF, VISITORS OR HANDICAP SPACES, OR FIRE LANES) WILL BE ISSUED A PARKING TICKET (\$15.00 FINE). STUDENT VEHICLES NOT REGISTERED ARE SUBJECT TO BEING TOWED AT THE OPERATOR'S EXPENSE.
- (4) FAILURE TO MAINTAIN A **2.0 GPA, ACCUMULATING 15 OR MORE UNEXCUSED ABSENCES, or 8 OR MORE TARDIES TO YOUR FIRST CLASS** WILL RESULT IN THE LOSS OF PARKING PRIVILEGES FOR THE NEXT GRADING PERIOD. LOSS OF DRIVER'S LICENSE WILL RESULT IN THE LOSS OF PARKING PRIVILEGES UNTIL THE LICENSE IS REINSTATED.
- (5) STUDENTS WHO ARE GUILTY OF RECKLESS DRIVING PRACTICES, VIOLATING STATE DRIVING LAWS, MISCONDUCT WARRANTING SUSPENSION, AND/OR REPEATED DISOBEDIENCE OF SAHS' PARKING/DRIVING RULES AND EXPECTATIONS ARE SUBJECT TO LOSS OF ON-CAMPUS DRIVING/PARKING PRIVILEGES WITHOUT REFUND, REFERRAL TO THE DEANS' OFFICE
- (6) THE CAMPUS SPEED LIMIT IS **5 MPH**.
- (7) SAHS STUDENTS MAY NOT PARK AT THE FIRST COAST TECHNICAL COLLEGE (FCTC) OR ST. JOHNS TECHNICAL HIGH SCHOOL (SJTHS) WITHOUT WRITTEN AUTHORIZATION FROM FCTC/SJTHS AND ISSUANCE OF A FCTC/SJTHS PARKING DECAL.
- (8) ALL PARKING LOT ENTRANCE GATES WILL BE MONITORED AFTER FIRST PERIOD. STUDENTS WILL BE RELEASED AT THE END OF THE SCHOOL DAY. RELEASE PRIOR TO THE END OF THE DAY: THOSE STUDENTS WHO HAVE OBTAINED A SIGNED DISMISSAL PASS, ATTENDING OFF CAMPUS CLASSES, OR WHO HAVE NO SCHEDULED CLASSES WILL BE RELEASED. GATES WILL BE LOCKED AT **11:00 PM**. ANY VEHICLES REMAINING ON CAMPUS WILL BE LOCKED IN UNTIL THE NEXT BUSINESS DAY.
- (9) NO STUDENTS WILL BE ALLOWED TO GO TO THEIR VEHICLE DURING THE SCHOOL DAY WITHOUT WRITTEN PERMISSION FROM A DEAN OR ADMINISTRATOR.
- (10) NO STUDENT WILL BE PERMITTED TO DRIVE ANOTHER STUDENT'S VEHICLE WITHOUT ADMINISTRATIVE APPROVAL.
- (11) THE TRANSPORTATION OF ANY WEAPON OR FIREARM TO SCHOOL IS STRICTLY PROHIBITED. VIOLATIONS CAN RESULT IN CRIMINAL CHARGES.
- (12) ALL VEHICLES ON SAHS PROPERTY ARE SUBJECT TO SEARCH AND SEIZURE. NEITHER SAHS NOR THE ST. JOHNS COUNTY SCHOOL DISTRICT IS RESPONSIBLE FOR ANY DAMAGE TO, LOSSES FROM, OR THEFT OF VEHICLES PARKED ON CAMPUS. STUDENTS MUST ADHERE TO THE SJCSO STUDENT CODE OF CONDUCT AT ALL TIMES.
- (13) REPLACEMENT DECALS WILL BE AVAILABLE THROUGH THE FRONT OFFICE AT A COST OF **\$15.00**. PROOF OF ORIGINAL PURCHASE IS REQUIRED. **NO DECAL REFUNDS WILL BE ISSUED.**
- (14) NO DECALS WILL BE ISSUED UNTIL ALL SCHOOL DEBTS HAVE BEEN CLEARED.
- (15) ALL STUDENT PARKING SPACES ARE DESIGNATED ONLY FOR THOSE WHO HAVE REGISTERED AND PURCHASED THE PARKING DECAL. ALL OTHER VEHICLES PARKED IN A SPOT WILL BE ISSUED A TICKET, REFERRED TO THE DEANS' OFFICE AND MAY LOSE ON CAMPUS PARKING PRIVILEGES.
- (16) STUDENTS ARE NOT ALLOWED TO TRANSPORT OTHER STUDENTS WITHOUT THE EXPRESS PERMISSION OF THE RESPECTIVE PARENTS OR GUARDIANS. PERMISSION MUST BE COMMUNICATED BY THE PARENTS PROVIDING CONSENT.
- (17) THE PARKING ATTENDANT, SCHOOL STAFF AND YRD WILL MONITOR STUDENT PARKING AREAS. STUDENTS ARE NOT ALLOWED TO LEAVE CAMPUS DURING THE SCHOOL DAY UNLESS THE STUDENT HAS OBTAINED A SIGNED PERMISSION SLIP FROM THE CHECKOUT/ATTENDANCE OR NURSE'S OFFICE, OR HAS A REGISTERED OFF-CAMPUS CLASS SCHEDULED.

(18) STUDENTS WHO USE THEIR VEHICLE TO SKIP CLASS/LEAVE CAMPUS WITHOUT PERMISSION WILL BE SUBJECT TO SUSPENSION FROM SCHOOL, AND WILL HAVE THEIR DRIVING PRIVILEGES/PARKING DECAL REVOKED FOR A MINIMUM OF 45 DAYS. ANY STUDENT WHO ACCOMPANIES THE DRIVER IN ORDER TO SKIP A CLASS/LEAVE CAMPUS WITHOUT PERMISSION WILL ALSO BE SUBJECT TO SUSPENSION FROM SCHOOL.

(19) STUDENT DRIVERS AND THEIR PASSENGERS SHOULD NOT LOITER IN THE PARKING LOT BEFORE OR AFTER SCHOOL. STUDENTS ARE TO ENTER THE BUILDING UPON PARKING ON CAMPUS, AND EXIT CAMPUS IMMEDIATELY UPON ARRIVING TO OR ENTERING THEIR VEHICLE AFTER OFFICIAL SCHOOL DISMISSAL.

(19) STUDENT VEHICLES PARKED ON COUNTY ROAD RIGHT-OF-WAYS ARE SUBJECT TO TICKETING BY THE SHERIFF'S OFFICE.

PARKING APPLICATION
2017 - 2018
(PLEASE PRINT)

NAME: _____
Last First Middle

Student ID #: _____ **Grade:** _____

Driver License # (Florida Class E only – no Learner's Permits):

Vehicle Description: _____
Year Make Model Color

Tag Number: _____ **State:** _____

(Decals may not be issued for vehicles with a temporary registration tags.)

Proof of Insurance: _____

Parent/Guardian Name & Daytime Contact Phone Number:

I have read and understand the parking rules and regulations, as listed on the back of this form. I also understand that any violation of these parking rules and regulations may result in disciplinary action and the revocation of my parking privileges.

STUDENT SIGNATURE: _____

PARENT/GUARDIAN SIGNATURE: _____

REMARKS: _____

REQUIRED DOCUMENT COPIES TO BE PROVIDED TO THE SCHOOL REPRESENTATIVE WHEN APPLYING FOR A DECAL:

1. PROOF OF INSURANCE (please bring a legible copy)
2. VEHICLE REGISTRATION (please bring a legible copy)
3. DRIVER'S LICENSE (please bring a legible copy)

PAID BY: CASH: _____ CHECK / MONEY ORDER NUMBER: _____

DECAL NUMBER: _____ **ISSUE DATE:** _____

Application processed by: _____