**Ooltewah High School**

**Parking Policy and Procedures 2018-2019**

*This form must be signed by both the Student and Parent/Guardian in order to purchase parking*.

1. **Privileges** – ***Please note: Parking fee will not be refunded if driving privilege is revoked***.
2. Driving to school is a privilege, not a right, and will be extended to students who follow proper procedures. Permission to drive to and from school may be revoked at any time when a student is found to be abusing these privileges.
3. Any vehicle not registered is subject to disciplinary action. Any violation could result in the vehicle being towed at owner’s expense. Please follow all parking rules to avoid towing of a vehicle. Ooltewah High School is not responsible for any damage that may result from removing a vehicle from campus.
4. No student’s car is to be parked in the faculty parking area. Such cars will be subject to immediate towing and the student may lose privileges.
5. The purchased space must be occupied by the vehicle(s) registered on the application form.
6. The parking permit hang tag must be attached to the rear view mirror support when car is parked on campus; otherwise a warning will be issued and recorded.
7. Park only in space designated by hang tag.
8. All parking problems (loss of hang tag, driving a different vehicle than registered for space, someone in your space, etc.) should be reported to the administration.
9. While on campus, observe the 15 MPH speed limit at all times, day or night.
10. Cars are not to leave campus during the school day except for authorized dismissals. Violation of this rule could result in loss of permit.
11. Please do not litter the parking lots.
12. Loitering is not permitted in parking areas before, during, or after school. Students must leave cars as soon as they arrive and not enter the lot during school day unless permitted by an administrator.
13. Excessive tardiness to school may result in loss of parking permit.
14. Cars parked on school grounds are subject to search at any time.
15. Lock your parked car and turn lights off.
16. **Purchasing Procedures**
17. Students must purchase a permit from Ooltewah High School in order to park on campus.
18. Cost of permit is **$80 per year**. If parking permit hang tag is lost, see the school Bookkeeper immediately for a replacement tag. **Replacement Tags are $5.**
19. Parking permits are not transferable. If a student withdraws from OHS for any reason, his/her space will be resold.
20. Students must provide: valid driver’s license, vehicle registration, and proof of insurance card.
21. If a student will have a valid license by Jan. 1, 2019 he/she may still purchase parking.

***THE ADMINISTRATION RESERVES THE RIGHT TO REVOKE PARKING PERMITS FOR VIOLATIONS OF SCHOOL RULES.***

***THE STUDENT AND PARENT SIGNATURES BELOW INDICATE THAT YOU FULLY UNDERSTAND YOUR RESPONSIBILITY IN FOLLOWING THESE RULES***.

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Student Signature Date Parent/Guardian Signature Date

Space # \_\_\_\_\_\_\_\_\_\_\_\_\_

Office use only:

Check#\_\_\_\_\_\_\_\_\_\_\_\_\_ Cash\_\_\_\_\_\_\_\_\_\_\_ 2018-2019 OHS Permit#\_\_\_\_\_\_\_\_\_\_\_\_\_

**Ooltewah High School Reserved Parking Application 2018-2019**

Student Driver’s Last Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_First\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grade in 2018-2019: Senior\_\_\_\_\_ Junior\_\_\_\_\_Sophomore\_\_\_\_\_\_Freshman\_\_\_\_\_\_\_

Social Security Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver’s License Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s/Guardian’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone (Optional) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Car Information: (Include all cars that will be driven on campus)

Model Color Year License Plate

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Insurance Information: Company Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agent’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Policy Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Liability Coverage Expiration Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***I HAVE READ THE BACK OF THIS SHEET AND ALL RULES THAT PERTAIN TO DRIVING ON AND OFF THE OOLTEWAH CAMPUS AND AGREE TO FOLLOW THOSE RULES OR RISK LOSING MY DRIVING PRIVILEGE***.

PARENT/GUARDIAN SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_

STUDENT’S SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please read and sign the Parking Policy Form on the Reverse of this Page**