

## **STUDENT AUTOMOBILE USE (REGULATIONS)**

In accordance with the policy of the Edmond Public Schools' Board of Education, the following rules and regulations shall govern student parking at the public schools:

### **General Regulations**

1. Each student will be provided a copy of the following that are listed in the student/parent handbook:
  - Parking and Automobile Use Policy
  - Acknowledgement: Student Parking Areas and Access Roads, and
  - Parking and Driving Regulations
2. No student will be provided parking privileges until the student and his/her parents/guardians have signed a statement acknowledging receipt of a copy of the Parking and Automobile Use Policy and, that they have read and fully understand the policy. The signed statement is filed in the Assistant Principal's office. The school will provide the parking registration/statement forms.
3. Full-time parking lot attendants will be employed by the school to supervise the parking areas, to check permits and ID's of students, and to help monitor unsafe or reckless operations of vehicles. They will issue citations when violations are noted.
4. A student who drives his/her car to school must have his/her car(s) registered and are required to **display the parking permit** and may only park their car in their assigned parking space/area.
5. Students who are assigned a parking space will be issued a registration permit with the number of their parking space/area.
6. Parking Lot Attendants will monitor the parking lot each day to see that the appropriate vehicle is parked in the correct space/area.
7. The fee for parking will be \$60.00 for the school year or \$30.00 for the second semester. The amount of the parking fee will be based on the effective date of the parking permit. Parking permits issued prior to the beginning of the school year will be charged the full amount of parking fee as indicated above. Parking permits issued after December 31<sup>st</sup> will be charged at half of the full-year rate. The fee for a parking permit is non-refundable. (PLEASE NOTE: Parking lot fees are assessed to help defray costs associated with the placement of full-time parking lot attendant employees who monitor and maintain the safety and security of parking areas.)

**Application Procedures** - In order to complete the application process for student parking, the following information/items will be required:

- Current license plate (tag) number
- Valid driver's license (**NO DRIVER PERMITS**)
- Proof of current insurance on the car to be assigned the parking permit
- Completed application form
- Payment of non-refundable parking fee.
- Parent signature on application (**REQUIRED**)
- Financial obligations ( library books, textbooks, etc.) must be cleared.

The student becomes eligible for a parking space/area after each of these steps has been completed.

### **Vehicle Rules and Regulations**

1. All students agree to observe the following rules: failure to follow these rules will result in a fine and/or loss of parking privileges.
  - No reckless driving on school property (including, but not limited to obeying the 10 m.p.h. speed limit, stopping at all stop signs, and yielding to pedestrians on campus).
  - No parking in fire lanes, bus or handicapped loading zones.
  - No parking in reserved areas unless authorized by an administrator.
  - No parking in passing lanes or across lines marked for parking.
  - No parking on sidewalks or grassed areas.
  - No parking in faculty or visitor parking.
  - No parking in any area other than approved parking space/area.
  - The **ONLY** automobiles allowed in the student's parking areas of the school are those with permits. During the school day, all school parking areas are restricted.
  - An automobile parked in a space/area other than the **ONE** assigned will be subject to a fine or towing charges and the loss of parking privileges.
  - Any exchange of permits (not approved by administration) may result in loss of parking privileges for all persons involved.
  - No reckless or careless driving allowed on school property.
2. Student agrees to cooperate with the parking lot attendant and school personnel at all times.
3. Student agrees to lock his/her vehicle.
4. Students are not allowed in the parking lot during the school day. (Exception: seniors leaving for lunch.)
5. Any unauthorized vehicle is subject to being towed away at owner's expense.

6. All state and local laws pertaining to driving apply to school parking areas.
7. Guests of students and faculty should be informed of the restricted areas and should park in the visitor parking area only. They should also, if possible, notify parking attendant of their presence.
8. Any accident or incident on school campus should be reported immediately to the parking attendant on duty, assistant principals' office and/or the school resource officer.
9. To replace a damaged or lost parking permit, contact the assistant principals' office.
10. The school is not responsible for the student's automobile or its contents.
11. Students who park on streets around the school may be in violation of a city ordinance.
12. Student vehicles on campus are subject to search at any time.
13. During the school day all students **MUST** show their school ID or other photo ID to the parking lot attendant, upon request, in order to leave campus.
14. School administrators reserve the right to assess fines, revoke parking privileges and/or administer other disciplinary action for violations of this policy.

#### **Failure to Follow Parking Regulations**

- First Offense: \$10.00 fine
- Second Offense: \$10.00 fine
- Third Offense: Towing of automobile at student expense and forfeiture of the right to park on campus for the remainder of the school year

#### **Improper/Reckless Driving**

- First Offense: \$20.00
- Second Offense: \$20.00
- Third Offense: Forfeiture of the privilege to park on campus for the remainder of the school year.

All fines will be collected through the school's finance office.

*Note: A student may lose his/her right to park on campus at any time for driving recklessly.*