

Oxford High School



Dear Students:

You are now able to apply for a parking space.

In order to receive your parking space and parking tag, you will need to visit the office to pay a parking fee. Every student must complete the attached parking application and provide the registration information and proof of insurance card. Applicants will be granted a parking privilege providing availability and in the order they are received.

A parking permit is \$100 (non-refundable), pro-rated throughout the school year. Your parking tag must be returned in June or a \$5 fee will be due.

Please review the following:

1. Please read the "Statement of Responsibilities" carefully and initial next to each statement. You are obligated to know the rules and regulations involving parking. Violation of these rules will result in forfeiture of your parking space and fee paid.

2. Once you have read and understand the regulations bring to the main office the signed application along with:
 - A copy of your driver's license.
 - A copy of the registration of the family owned car you will be parking on campus. Please make sure that the copy of your registration shows ownership by your family.
 - A copy of the proof of insurance card.

3. Include the \$100 fee. Checks can be made payable to OHS.

4. Make sure the application is filled out completely and legibly. If we cannot read your application or if it is incomplete, you will not be assigned a parking space.

5. Please be aware of the driving restrictions for 16 and 17 year old drivers. In particular, **during the first six months the newly licensed driver may not have any passengers in the vehicle except for:**

- A licensed driving instructor giving instruction OR
- His or her parents or legal guardian, at least one of whom holds a valid driver's license OR
- One person who is providing instruction and is at least 20 years old, has held a driver's license for four or more consecutive years and whose license has not been suspended during the four years prior to training.

During the second six months (months seven through twelve) the only additional passengers allowed in the vehicle are members of the driver's immediate family.

6. Parking privileges may be revoked without refund of fee due to violation of the student code of conduct, on campus traffic violation or tardiness to school.

Completed applications will be numbered as they are received. Parking fee will be pro-rated by \$10/month throughout the school year. No refund will be granted for students who lose their parking privilege at any time during the school year.

OXFORD HIGH SCHOOL STUDENT PARKING

Statement of Responsibilities

1. ____ During school hours, only vehicles displaying the proper parking tag may park in the designated lots at OHS. No other parking spaces may be used by students during/after school hours. **Parking in staff areas is prohibited.**
2. ____ Cars are to be driven only for the purposes of coming to school in the morning and leaving school at the end of the day, except in those instances where a student has been officially excused earlier in the day. During school hours, students may not leave, nor take any student with them, if they have not been officially excused by the main office.
3. ____ If you leave school grounds during school hours without permission, whether you are in your vehicle or another vehicle, you will lose your parking privileges for the year, in addition to disciplinary consequences. Parking fee will not be refunded.
4. ____ Students may use their parking privilege only for those vehicles properly registered. If your primary or secondary car information changes, notify the Principal's office immediately, a new application must be filled out and a copy of the new registration will be needed. Failure to do this will result in a loss of parking privilege.
5. ____ On an emergency basis only, if a student needs to park an unregistered car on campus, the student must see the Principal before the beginning of second period to receive a temporary sticker.
6. ____ No student may allow another student to use his/her parking permit. Failure to adhere to this policy will result in forfeiture of the parking privilege.
7. ____ No student is permitted in the parking lot at any time during the day without permission. All cars should be locked throughout the day as the school is not responsible for the automobile or its contents.
8. ____ Cars must always be driven at a reasonable speed (10 MPH) and in a safe manner. All state and local driving laws must be adhered to.

9. _____ Students may park only in the assigned parking lots. No student is permitted to park in the faculty area, or visitor's area at any time during or after school, regardless of the length of time. This includes students who are tardy to school or are returning from an early dismissal.

10. _____ All parking problems should be brought to the attention of the Principal no later than the beginning of the second period.

11. _____ Parking regulations will be strictly enforced. It is considered a privilege to park on school grounds. In-school or out-of-school suspensions and/or loss of parking privileges may occur for any violation of the parking regulation or student code of conduct.

12. _____ Students will not need school permission to drive with another authorized driver.

13. _____ Student drivers are expected to be on time every morning. Excessive tardies could lead to a loss of your driving privilege.

14. _____ Student will return parking tag at the end of the school year or pay a \$5 fine.

15. _____ There will be no refund of parking fee as a result of loss of driving privilege.

Student Signature _____

Date _____

Parent Signature _____

Date _____

**OXFORD HIGH SCHOOL
STUDENT PARKING
APPLICATION**

(Please print)

Student Name: _____

Address: _____

Telephone: _____ **Class of:** _____

REGISTERED CAR: YEAR:

MAKE/MODEL: _____

COLOR: _____

LICENSE PLATE NO: _____

REGISTERED TO: _____

Once school has started, you may register other family-owned cars at the Principal's office by presenting a copy of the car registration.

Do not forget to attach the following:

- _____ 1. A copy of your driver's license
- _____ 2. A copy of your car registration
- _____ 3. Proof of insurance
- _____ 4. \$100.00 check made out to Oxford High School

We have read and understand the "STATEMENT OF RESPONSIBILITIES" regarding OHS parking.

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____