



Williams Field High School Parking Permit Application and Procedures 2023-2024



RULES REGARDING STUDENT DRIVING AND USE OF PARKING FACILITIES

*Students are permitted to park on school premises as a matter of privilege, not a right, and privileges may be revoked at any time. Before applying for a parking permit, **all outstanding student fees/fines must be paid.***

*******Students who purchase a WFHS parking permit will be assigned a SPECIFIC NUMBERED parking space. That is the parking space you will be required to park in each day you are on campus.*******

PARKING PERMIT RULES

- LOSS OF PARKING PRIVILEGES MAY INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:
 - Continuous parking in unassigned parking space after warning
 - Leaving campus early without approval
 - Reckless driving
 - Transporting alcohol, illegal substance, dangerous weapons
 - Failure to drive courteously
 - Failure to provide adequate seating for passengers
 - Failure to respond to school authorities
 - Transporting students who are not permitted to leave campus
- Suspension of parking privileges, booting of vehicles and/or suspension from school may occur when violations of parking/driving regulations occur.
 - **First Offense:** Warning/Possible loss of parking privilege for one week
 - **Second Offense:** Loss of parking privilege for one week
 - **Third Offense:** Loss of parking privilege for one semester

PERMITS

- All student vehicles are required to have a parking permit for their assigned parking space.
- Parking permits are NOT transferable. They must be used solely by the applicant. They cannot be sold or given to another student.
- Each application must be completed accurately and fully. False or incomplete applications will be denied or cancelled with termination of parking privileges.

FEES/REFUNDS

- The parking fee for the year is \$80.00 This must be paid in advance. Seniors and Juniors will get first priority in purchasing parking passes.
- Students who transfer to another school during the school year may receive a prorated refund. Students who lost their parking privileges or are withdrawn from school due to infractions of school rules will NOT receive a refund.

PROCEDURE WHEN ANOTHER CAR IS IN YOUR ASSIGNED SPACE

1. If another car is parked in your assigned space, immediately drive your car to the front of the administrative building and park in an available space.
2. Immediately report the incident to school Administration. If they are NOT available report it to the administrative clerk at the front desk and proceed to class.

DOCUMENTS/INFO NEEDED FOR PARKING PASS PURCHASE

- A. Student Name and ID number
- B. Grade
- C. Driver's License Number
- D. Vehicle Year
- E. Vehicle Make
- F. Vehicle Model
- G. Vehicle Color
- H. License Plate Number
- I. Insurance Company

*******Permit Number will be aligned with assigned parking space number.*******

I have read and understand the above rules and regulations. I understand that any violation of these rules and regulations may result in disciplinary consequences and/or suspension of parking privileges.

Student Name: _____ ID# _____

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____