

**SUSQUENITA HIGH SCHOOL**  
**2022-2023**  
**Student Vehicle Registration and Permission Form**

Student Name \_\_\_\_\_

Grade \_\_\_\_\_

Driver's license number \_\_\_\_\_

State \_\_\_\_\_

Rationale that parking by the student is needed:

- Parent/Guardian signature indicates that permission has been granted to the student named above and that all rules and regulations for parking are completely understood. The parent recognizes that the permit and privilege may be revoked at any time for violation of the rules. The student and parent signatures on this form indicate acknowledgement of all rules (on the back of this form) including the fact that each permit is issued to an individual student and is non-transferable to any other person. A valid **driver's license, registration, and proof of insurance** must be exhibited prior to a permit being issued.
- Susquenita School District assumes no obligation for any damages while parked on our campus or resulting from the operation of the vehicle. The High School administration reserves the option of withdrawing driving privileges and the right to enforce all of the rules and regulations governing student driving.
- Students who are late to school resulting in unexcused tardies or one-half day absences will be subject to having their parking privileges suspended or permanently revoked according to the guidelines listed on the student driving regulations and procedures page.
- Student parking space is limited; therefore, parking spaces will be allocated according to the priorities established in the regulations and procedures page. No one is guaranteed a parking space. Bus transportation is provided for all pupils and they are strongly urged to use it. By using school transportation, students save not only gas and money but also reduce possibilities of accidents and congested parking at school.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

Vehicle Information:

Make: \_\_\_\_\_ Model: \_\_\_\_\_

Color: \_\_\_\_\_ Plate Number: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Fall Semester only

Date received \_\_\_\_\_

Spring Semester only

Received by \_\_\_\_\_

Full year

Amount Paid \_\_\_\_\_

Keystone

Cash/Check # \_\_\_\_\_

Approved by Principal

Parking spot # \_\_\_\_\_

Parking decal # \_\_\_\_\_

## High School Parking Procedures

### RATIONALE

Bus transportation is provided for all students and they are strongly urged to use it. By using school transportation, students not only save gas and money but also reduce possibilities of accidents and congested parking at school. Susquenita School District recognizes the need for some students to drive to school. Driving, however, is a privilege and not a right.

### GUIDELINES

Designated parking spaces will be numbered and assigned to individuals. Several spaces will be designated one-day spaces.

### ALL LOCATION of PARKING SPACES

The following priorities will be established for the purpose of assigning parking spaces to students:

- a. Seniors participating in a work release/work-study program and Vo-Tech students on Co-Op will receive first priority.
- b. Remaining seniors wishing to drive to school will receive second priority.
- c. Juniors will receive third priority.
- d. Additional parking will be considered on a first come, first served basis *after the first day of school.*

### STUDENTS INELIGIBLE FOR PARKING:

Students with more than ten unexcused tardies to school in a year may not be eligible to park on campus the following year.

### PARKING FEES:

1. Parking permits will cost \$20.00/year. This may be paid by the semester (\$10.00) or for the year. **Make checks payable to Susquenita School District.**
3. Students who have zero tardies in the first semester may park for free the second semester.

### PARKING GUIDELINES:

1. All students who receive a parking permit to the Susquenita High School parking lot are expected to abide by certain rules of conduct and behavior. Students will be expected to read these regulations carefully and realize that they must follow them or be subject to losing their parking privileges.
2. All students applying to park on campus, and their parent/guardian, must sign an acknowledgement of school parking rules.
3. All student vehicles must be registered in the High School office. A student may register one vehicle. To register a vehicle, a student must show proof of a ***valid driver's license, insurance, and vehicle registration.*** All three will be photocopied and kept on file for one year.
4. Students will be given an assigned parking space. Students may not share parking spaces or parking stickers.
  - (a) Students parking in the student lot must pull into their spot front end first.
  - (b) Students parking along the curb near the football field, must park front end facing the scoreboard.

5. Permits (stickers) must be displayed and clearly visible.
  - (a) Permits are assigned to specific individuals and vehicles.
  - (b) Only those assigned the parking permit may use the permit. Any disregard of this rule will lead to loss of privileges.
  - (c) Replacement permits are available for \$3.00 if lost.
6. School policies on tardies will be strictly enforced.
  - (a) Any student tardy five times in a semester may have his or her parking privileges revoked for 5 school days for the first violation.
  - (b) Additional accumulation of tardies will result in an increased parking suspension and disciplinary consequences.
7. Any student driving while privileges are suspended will lose his or her parking privileges for the remainder of the school year, with no refund of parking fees already paid. The vehicle will be subject to towing.
8. Student parking is restricted to designated areas. Students park on Susquenita School District property at their own risk. The Susquenita School District cannot be held liable for damage occurring to any vehicle, for any reason, while parked on School District property.
9. Students will observe the one-way arrows in each lane. Students must create single file lines and do not attempt to pass anyone while waiting to exit.
10. Any student seen driving in a dangerous or reckless manner on campus will be subject to having parking privileges revoked for the remainder of the school year.
11. Students are not permitted to smoke/vape/use tobacco on Susquenita School District Property. This includes inside vehicles in the parking lot, as students enter or exit School District property, or as students drive on the portion of Schoolhouse Road that runs through School District property. Drivers who allow others to smoke/vape/etc. in their cars are subject to the same penalty as if they were smoking themselves. This can include loss of driving privileges.
12. Loitering is prohibited on School District property. Students are to enter the school as soon as they arrive on campus. Once on campus, they are not permitted to leave without administrative approval.
13. Any student driver who leaves school or school property without permission or who takes passengers from school property without permission, is subject to loss of parking privileges for the remainder of the school year. Drivers who are truant or who aid in the truancy of other students are subject to the loss of parking privileges for the remainder of the school year.
14. The administration reserves the right to invoke alternative or additional disciplinary action for any driving or vehicle-related violations – including imposing fines.
15. Student drivers are advised that school authorities have legal access to all student-operated vehicles while they are on Susquenita School District property. This includes the search of vehicles.
16. Students should not store hunting/fishing equipment (bows, arrows, rifles, ammunition, knives, etc.) in their cars on school property.
17. Students are to obey all Pennsylvania Motor Vehicle Laws.
  - (a) Failure to do so will result in the loss of privileges for at least 30 calendar days.

- (b) Motor vehicle code violations will also be subject to referral to local law enforcement officials.
18. There will be a limited number of one-day passes available to students issued on a case-by-case basis. Requests for these must be made in writing by a student's parent/guardian no later than the day prior to driving to school. The student must provide a valid driver's license to the office prior to being issued a parking pass. The cost of a one-day pass will be \$1.00.
  19. All changes in student or vehicle information must be reported in writing to the office.
  20. If you will be driving a different vehicle on a temporary basis notify the office. Remove the permit and place it in the vehicle you will be driving.

#### **ENFORCEMENT**

1. Parking lot restrictions will be in effect from 6:00 AM through 4:00 PM.
2. The School District may issue tickets, giving a copy to the High School office for disciplinary action.
3. When an unknown car is parked without a sticker, an announcement will be made for the driver to report to the office. A warning will be issued for the first offense, and the student will move the car to the one-day area and be charged the day rate of \$1.00. Subsequent violations will result in disciplinary action and/or a fine.
4. If an identified person persists in parking on school property, or if the administration cannot identify a vehicle that is parked on school district property, the vehicle will be towed at the owner's expense.