

PALMETTO HIGH SCHOOL PARKING APPLICATION INFORMATION

*There are some important changes for this year in purchasing your parking pass so please read carefully.

- You can print off the one-page application found at the end of this packet or pick one up in front of the PHS office Monday-Thursday, July 15-18 and July 22-25.
- Applications can be turned in on August 7th from 8:00-3:00 in room 3-110. Any additional spots available will be sold during all lunches during the first week of school. Spots are assigned first come, first served. Parking passes are limited. **Do not wait or you may not get a spot.**
- In order to process your application, you **MUST** have the signature of the Bookkeeper affirming you have no outstanding fines/fees. OJT passes must also have the signature of a school counselor or your OJT teacher.
- Please make sure we can read your cell phone number on the application as we may need to call you during the processing procedure.

SENIOR PARKING:

- Senior parking will be sold on a first-come, first-served basis. **You are not eligible to purchase a Senior Spot if you have any outstanding balances. You MUST have a completed application (including the Bookkeeper's signature) with you at the time of purchase. Spots will not be reserved so make sure your application is complete before August 7th.**
- **ONLY the last 18 inches of Senior parking spots may be painted.** Anything larger will result in a loss of parking privileges if not rectified within 72 hours of notification. We will hold a "painting day" on Thursday, August 8th, 8:00-1:00, and again on Friday, August 9th, 8:00-12:00 for you to decorate your space.
- Seniors will be responsible for painting over their design at the end of the school year. We will designate a painting day to meet in the parking lot to cover up the old designs. Spots must be painted black before you will be able to pick up your cap and gown.

A complete application packet for Seniors and Underclassmen will include:

1. Completed application signed by the student, parent/guardian, and the Bookkeeper. If you are applying for an OJT spot, you must also have the signature of your school counselor or OJT teacher.
2. A copy of your driver's license (a learner's permit does not qualify) and a copy of your current automobile insurance card **MUST** be attached to your application.

PLEASE READ CAREFULLY. YOU WILL SIGN YOUR APPLICATION ACKNOWLEDGING YOU UNDERSTAND AND AGREE TO FOLLOW THE RULES OF PARKING ON CAMPUS.

Student parking at PHS is a privilege, not a right. We expect all students to follow the rules and procedures that have been outlined for you.

REVOCATION: Revocation of parking privileges can occur for the following reasons:

1. Unexcused absences and/or skipping class
2. Excessive Tardiness to school (more than 3 per quarter)
3. Leaving campus without authorization, with or without other students
4. Continuous parking violations and/or driving violations before, during, or after school hours

5. Loitering in vehicle or parking areas before, during, or after school
6. Tampering with other vehicles on school property any time will result in criminal and administrative actions.
7. Tampering or damaging gates (will also result in suspension and criminal charges with restitution).
8. Tampering or attempting to remove a boot from a vehicle (will result in a replacement fee of the vehicle restraint).
9. Revocation is not limited to these reasons and school administration has the right to revoke parking privileges from any student that interrupts on-campus school activities, including before and after normal hours.

PENALTIES:

1st Offense: no parking pass, parked in an unauthorized manner or area -- Vehicle will be ticketed. (\$15.00 fine)

2nd Offense: no parking pass, parked in an unauthorized manner or area -- Vehicle will be ticketed and/or booted. (\$50.00 fine).

3rd Offense: no parking pass, parked in an unauthorized manner or area -- Vehicle will be ticketed and/or booted (\$50 fine) and administrative action (referral for defiance, loss of parking privileges) will be taken.

MISCELLANEOUS RULES AND EXPECTATIONS:

1. **Students must pull directly into their parking spots. NO backing into spaces is allowed.** It is disruptive to the flow of traffic and, in general, causes concern for the safety of other drivers and those walking to campus.
2. Parking pass must be hung from the rearview mirror while on campus.
3. Students without a PHS student parking pass MAY NOT park their vehicles on campus at any time.
4. Vehicles without PHS student parking passes or those parked outside of designated student areas are subject to notification of the School Resource Officer, fine, and/or administrative action.
5. Students must leave their cars as soon as they park. No loitering in cars is permitted.
6. Students may return to their cars **ONLY** when leaving school at the end of the day or after going through proper procedures. Administrative permission is required to enter the parking lot during the school day.
7. Parking lot and vehicles parked on campus are subject to all rules prescribed by the School District of Manatee County Code of Student Conduct. Violations are subject to administrative action. Students will place all items, such as flags, magnets, and banners, inside the vehicle while on campus.
8. To ensure the safety and protection of the student population, Florida law provides for the search of any vehicle on campus by the school administration.
9. There will be no refunds for parking passes (even if revoked by the SGA or administration).
10. Parking passes are non-transferable. The student and transferee will lose parking privileges.
11. Students should report any suspicious activity on campus and parking lot to the first staff member they see.
12. If you drive to campus in a vehicle other than that registered and/or you forgot your parking pass, it is your responsibility to notify Ms. Flynt (rm 3-110) before going to first period. Notification can be made in person or via email/Schoology message.
13. Students are responsible for the contents of their vehicle. **LOCK YOUR DOORS. NEITHER PALMETTO HIGH SCHOOL NOR THE SCHOOL DISTRICT OF MANATEE COUNTY ARE RESPONSIBLE FOR ANY THEFT, FIRE, DAMAGE, VANDALISM AND/OR MISHAP THAT MAY OCCUR TO ANY VEHICLE PARKED ON THE CAMPUS OF PALMETTO HIGH SCHOOL.**

2024-2025

PALMETTO HIGH SCHOOL PARKING PASS APPLICATION

***Please attach a copy of your driver's license and insurance information to this form.**

DECAL # _____

Bookkeeping Stamp _____ (acknowledging your acct. is cleared/no \$ owed)

Check one: _____ Senior Reserved Lot - \$60 _____ General Student Lot - \$40

_____ OJT Student Lot - \$40 OJT Counselor Signature required below:

PLEASE PRINT LEGIBLY.

Last Name _____ First Name _____ MI _____

Student Cell Phone Number _____

Grade as of August 2024 _____ Age _____

Parent/Guardian Name _____ Parent/Guardian Phone _____

Year _____ Make _____ Model _____ Color _____

License Tag # _____ Driver's License # _____

Insurance Company & Policy Number _____

Insurance Expiration Date _____

I have read the parking rules, regulations, and expectations. I understand that failure to follow them will result in fine(s), a vehicle boot, revocation of my parking privileges, and/or administrative action resulting in a referral.

Student Signature _____

Parent/Guardian **MUST** sign even if the student is 18 years old.

Parent/Guardian Signature _____

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