

BALLSTON SPA HIGH SCHOOL STUDENT PARKING GUIDELINES

Driving to school is a privilege available to Juniors and Seniors only.

School Administration has the right to revoke a student's parking permit at any time.

The student assumes all responsibility for loss or damage to his/her car, its equipment and contents.

In the event of an accident on school property, students should call local law enforcement.

SENIORS:	May only park in your assigned numbered spot in either the Senior Lot or Junior Lot. <i>*Note: Spots will be assigned in the Junior lot once the Senior Lot is full.*</i>
JUNIORS:	May only park in your assigned numbered spot in the Junior Parking Lot.

- ✓ **Students should only park in their assigned numbered parking spot** and **MAY NOT** parking in any visitor or drop-off/pick-up loop parking areas (to include the softball field side), any non-marked spots in any lot on school grounds or in any faculty lot. *Cars without permits or cars with student permits parked illegally will be towed at the owner's expense.*
- ✓ All student drivers must have a valid NYS Driver's License to receive a parking permit.
- ✓ A \$15.00 non-refundable parking permit fee will be collected at the time the parking permit is issued.
- ✓ Parking permits must be **permanently affixed** inside on the **passenger side, rear window.**
- ✓ **Students who possess a parking permit are expected to be on time to school and be in good academic and behavioral standing.** Failure to do so will result in loss of parking privileges.
- ✓ Student vehicles parked on school grounds may be subject to search by administration if there are reasonable grounds to suspect they contain items in violation of laws or the school code of conduct. If necessary, the police will be notified of contents within the vehicle.

Infraction**	1 st Offense	2 nd Offense	3 rd Offense
Absences/Tardiness	Absences/tardies will be reviewed weekly. Significant numbers of absences and/or tardies <i>could</i> result in a student's parking privileges being suspended and/or revoked.		
Parking in ANY spot other than the one assigned to you.	Warning	Loss of parking permit for 5 school days.	Loss of parking permit for 10 school days.*
Leaving school property without permission.	Warning	Loss of parking permit for 10 school days.	Loss of parking permit for the remainder of the school year.
Transporting another student off school property illegally.***	Warning	Loss of parking permit for 10 school days.	Loss of parking permit for the remainder of the school year.
Leaving the building to go to your car during school hours without permission.	Warning	Loss of parking permit for 5 school days.	Loss of parking permit for 10 school days.*
Driving in a manner that endangers the safety or property of others.	Loss of parking permit for 10 school days.	Loss of parking permit for the remainder of the school year.	
Cars will be towed at STUDENT EXPENSE if:	<ul style="list-style-type: none"> - The student drives to school but does not have a parking permit. - Parking privileges have been suspended or revoked. 		

*Additional infractions may result in the loss of parking privileges for the remainder of the school year.

**Students may also receive additional consequences based on the infraction/violation.

***Students **SHOULD NOT** be transporting other students to/from Tec-Smart or BOCES. All parking guidelines required by these facilities must also be followed in conjunction with Ballston Spa High School guidelines.

BALLSTON SPA HIGH SCHOOL
Junior/Senior Parking Permit Application

****Turn application in to Ms. Howard in the Assistant Principal's Office for approval by August 7, 2020. IF APPROVED, you will be notified by email with the date and time you will be able to purchase your parking permit. **Please note: Turning in an application does NOT guarantee issuance of a parking permit. Applicants will be contacted either way and a meeting with Mrs. Sisk may be required prior to approval. The parking permit fee is \$15 (cash or check made out to Ballston Spa School District).**

Student Name: _____ **Grade (2020-2021):** _____ **Student ID #:** _____

Eligibility Requirements (please check SchoolTool for attendance information):

Did you have any discipline referrals during the 2019-2020 school year?	Yes / No
If yes, were any of these referrals related to driving/parking in the student lots?	Yes / No / NA
Did you have any suspensions during the 2019-2020 school year?	Yes / No
Did you have more than 10 unexcused tardies during the 2019-2020 school year?	Yes / No
Did you have more than 5 unexcused absences during the 2019-2020 school year?	Yes / No
If yes to any of the above, please explain: _____	

Student/Parent Information:

Student email (required - Provide email you check regularly): _____

Parent Name: _____ Parent Phone Number: _____

Parent email: _____

Vehicle Information:

Year: _____ Make: _____ Model: _____ Color: _____

License Plate Number: _____

Name of Person the Vehicle is Registered to: _____

Relationship to Student Driver: _____

****Please attach a photocopy of your driver's license****

By signing below, I acknowledge that I have read and understand the parking regulations at Ballston Spa High School and agree to abide by these regulations and accept responsibility for any violations and their consequences. I understand that the infractions listed on the "Ballston Spa High School Student Parking Guidelines" sheet could result in temporary or permanent loss of parking privileges for the remainder of the school year without refund of parking permit fees. I further understand that the school will not be liable if my vehicle is damaged on school property.

Student Signature: _____ Date: _____

I have read all the regulations on the "Ballston Spa High School Student Parking Guidelines" and will support them. I have also discussed each regulation with my child.

Parent Signature: _____ Date: _____

Administrator Approval: _____ Date: _____

For Office Use Only: Cash _____ Check # _____ Parking Spot/Permit Number: _____