

Chiles PARKING APPLICATION INSTRUCTIONS



For 2022-2023 term

JUNIORS & SENIORS

All Campus Student Parking is for Seniors & Juniors ONLY and requires a valid permit issued from the Student Affairs Office.

Please read this instruction sheet very carefully and **follow all steps** to successfully apply for parking.

Step 1 -- Do I Qualify for parking ?

- a) **Last Nine Week** Un-Weighted GPA is acceptable: 2.0 or higher required.
- b) An Operator's License - We cannot accept Learner's Permit for legal reasons/restrictions associated with the permit.
- c) Check that you have No Obligations (unpaid fines/fees, over-due books, etc...)
- d) **Only pay & apply if you meet ALL of the above criteria.**

Step 2 -- Collect all your info: On a single sheet of paper scan Or take picture of your:

1. Operator's License {Class E}
2. Auto Insurance Card
3. Vehicle Registration Slip for the vehicle that you will park in your assigned space. [do **not** send *Titles or Temporary* registrations]

Step 3 -- Pay & Submit -- All Parking applications must be submitted electronically/online.

A. PAY the Parking Pass fee of \$50 *online* at: <https://payments.efundsforschools.com/v3/districts/56392>

B. Then Submit/Send the:

- o Completed 2022-2023 school year application
- o "Step 2" info *and your*
- o Online payment confirmation receipt

In one email to: LCHSPARKING@LEONSCHOOLS.NET → In the *email Subject Line* put the *student info*: Last Name, Legal First name (grade level) → **Example:** SMITH, Jane (12th)

Note: You will get an email confirmation back *within two full business days/48 hours* that we received your parking application packet. If you do NOT receive an email confirmation back after this timeframe, we did not receive your email/application - please double check your "sent to" email address and try again.

Parking is on a first come first serve basis for those that qualify - we do not / cannot reserve spots.

Parking is not promised nor guaranteed. Incomplete/incorrect application packets will result in rejection/loss of placement of time received.

July 2022

Student Parking Permit

Application for: **2022-2023** term

Welcome to Chiles High School. Just like driving is a privilege, so is parking on campus.

Campus parking spots are limited and for Junior & Seniors only. All spots require a valid issued parking permit.

Student Legal Name (print): _____ Circle 2022-2023 Grade → **Senior OR Junior**

Street Address: _____

Parent/Guardian Cell phone: _____ Parent Email: _____

List any school program: [DCT/ Externship, Band, Chiles Sr. Sport, etc...OR SUPER-Huge Sized Truck difficult to fit in normal parking spaces] : _____

When issued a parking permit you will be expected to comply with all of the following Rules and Policies:

VEHICLES PARKED ON CAMPUS ARE SUBJECT TO SEARCH BY SCHOOL BOARD EMPLOYEES OR LAW ENFORCEMENT.

1. The driver of the vehicle is responsible for the safety and actions of all passengers in their vehicle, to obey all traffic laws and be a courteous driver to others. The speed limit on campus is ten miles per hour. No load mufflers or music.
2. You are **not** allowed to retrieve any “forgotten” items from your car during class time.
3. Your UN-WEIGHTED GPA must be 2.0 or higher ***EACH nine weeks*** to retain assigned parking spot.
4. You must be a daily driver to receive a parking spot.
5. Do not leave campus during scheduled classroom time *without* signing out in the main office (with parent/guardian permission given to the attendance office) as this is considered skipping. Do not sit/loiter in your car or use it as a locker.
6. Park only in your assigned spot. Do not park in faculty parking, behind the school or visitors parking for any reason.
7. Suspensions due to Vapes/Drugs/Alcohol or weapons, either on campus OR at a school sponsored event, will result in the *immediate* revocation of parking privileges for the remainder of the school year.

Consequences for violations may include but are not limited to:

- * Revocation or Suspension of Parking Privileges
- * In School Suspension/OFI/ Saturday School
- * Vehicle Immobilization (Boot) \$40 Fine/Obligation

By signing, we concur with ALL policies and consequences stated on BOTH pages of this application.

→ Student Signature _____

→ Parent/Guardian Signature _____

Office Use Only:

Assigned SPACE #:

Office Use Only:

APPROVED OR Denied for reason ON: _____

2022-2023 term

Lawton Chiles High School: **2022-2023** term
Student Parking Policy and Procedures

All campus parking is the property of the Leon County School Board. All users are subject to the authority of the LCSB and the school's principal or designee. The Leon County Sheriff's Department has law enforcement jurisdiction over the parking facilities. Vehicles parked on school grounds without a valid permit OR illegally parked are subject to being immobilized (booted) or towed at the owners expense per School Board policy and FL statute 715.07

We do not have enough real estate for every driver to park- thank you for your continued understanding our policies/requirements.

1. **GPA** -- **Have & maintain an un-weighted 2.0 GPA minimum** (and no attendance failures) **EACH nine week grading period to retain parking privilege** (Reviewed each nine weeks when report cards come out).

Should GPA fall below this minimum for the nine week grading period, the parking spot will be immediately revoked and the student WILL NOT be allowed to park on campus for any reason [parent/guardian responsible for securing alternate transportation]. Students are responsible for re-applying for a spot the next nine week grading period the standards are met.

2. **Parking Assignments & Placard** – are issued and maintained directly/only by the Student Affairs Office. Cars **must** display the assigned parking **permit number**, affixed to the inside rear view mirror, **facing outward** unobstructed at **all times**. If someone is parked in your assigned spot, park in front of the school and let us know. We will direct you where to park while we investigate the situation.

3. **You may NOT retrieve "forgotten/left" items of any kind from your car** during class times!
*For safety reasons, students may **only** be in the parking lot when coming to or authorized leaving of campus.*

4. The Leon County School system is not responsible for damages to vehicles parked/operated on school property. *Please report these incidents immediately to the School Resource Deputy.*

5. Any permanent **changes in vehicles** (i.e; new car/license plate, etc..) must be updated promptly with the Student Affairs Office by providing an updated copy of the Registration/Insurance card/Driver's License.

6. Permits/parking spots are **Non-Transferrable & Non-Refundable** (do not share/loan, give away spot).

By signing, I have read all policies, standards & consequences and fully understand/agree to comply with them.

Student Signature

Date

Parent/Guardian Signature

Date

The following page is the optional application for the
2022-2023 Off Campus Lunch Pass.

Off Campus Lunch privileges are for **Classified Juniors and Seniors** only

 **Getting the Lunch Pass ~**

You MUST bring the completed hard copy of the *Off Campus Lunch Pass* application with you to turn in on the day you come in for the pass picture.



NOTE - ALL Extern/ DCT/ Dual Enrollment
students are ***required to get the following pass.***

It is not just for "lunch", as it is marked *according to your published class schedule showing you are allowed to leave/be off campus for these programs.*





OFF- CAMPUS LUNCH Pass

Application for: **2022 – 2023** term

Instructions:

1. Classified Juniors & Seniors who have earned at least a 2.0 un-weighted GPA or higher during the preceding semester are eligible for off campus lunch privileges.
2. **Parent/Guardian Signature MUST BE LEGALLY NOTARIZED** * -OR- the parent/guardian may sign this form in front of a Chiles Staff member at the school.
3. Students must check to make sure they have no Obligations (*Fines/fees, unreturned books etc...*)
4. Student must **TURN IN THIS COMPLETED HARD COPY APPLICATION WHEN YOU ARRIVE TO HAVE YOUR PICTURE TAKEN FOR THE PASS.**

This is to certify that my student: _____ (Circle One): Senior OR Junior
PRINT Student's LEGAL FIRST & Last NAME

has my permission to leave Lawton Chiles High School campus during the school lunch break of 11:15 to 11:55 [or scheduled DCT/Externship/Dual Enrollment period(s)] **and that I accept full and complete responsibility for my student during the time he/she is off campus.**

✓ **Printed Name** of Parent/Guardian : _____

✓ **Notarized Signature** of Parent/Guardian : _____

*Signature MUST be witnessed by a Public Notary (see step 2 above)

Address: _____ Parent Phone: _____

➤ *** Public Notary Section**

Sworn (or affirmed) and subscribed before me by means of physical presence or online notarization, this ____ day of _____ 20____.

Name & Signature of Notary Public _____

Commission Expires: _____ State of: _____ County of: _____

Official Seal/Stamp:

Off Campus Pass Policy Infractions and Consequences

VIOLATIONS (include but not limited to)

- A. Students with off-campus lunch privileges will not take students off campus who are not authorized to leave.
- B. Vapes, drugs, alcohol, or weapons found in any vehicle will result in immediate revocation.

The Attendance Office holds the right to revoke my pass for:

- C. Failing to return to class after lunch **without signing out** in the office prior to departing for lunch. This is considered skipping. **Parents must contact the attendance department and give permission for the student to sign out.**
- D. Attendance Issues = Four or More Un-excused Absences per class per nine week grading period.
- E. Excessive Tardiness - Three or more tardies to any class period

Consequences can include:

Friday/Saturday School Detention -- Suspension/Revocation of Off Campus Lunch and/or Parking Privileges

- **I understand that Off Campus Lunch is a privilege, not a right, and that I am to conduct myself in a positive manner while on lunchbreak out in the community.** I will obey all traffic laws and behave appropriately in area restaurants/businesses. Reports from the community about inappropriate behavior could result in the suspension of my off-campus lunch privilege.
- **I will be required to present my off-campus lunch pass** (not a picture of it) **upon leaving campus for lunch** and returning from it.
- **Failure to produce a valid student Lunch ID pass will result in a forfeiture of my right to leave campus on that particular day.** If you are in DCT / Externship / Dual Enrolled and forget your pass - you must see that instructor for a pass to get off campus for your program that day.

By signing, I have read and agree to comply with all above policies.

Student Name printed: _____ Student *Signature*: _____

You MUST turn in this completed hard copy application when you arrive to have your picture taken for the actual pass.

We do **not** issue lunch passes the two days prior school starting OR the first two days of school. Please plan accordingly.