

## STUDENT USE OF AUTOMOBILES AND CAMPUS PARKING

Students operating motorized vehicles on school premises shall do so in accordance with Alabama traffic laws and such rules and regulations as may be formulated by local school officials. Driving a vehicle to school and parking a vehicle on a school campus is a privilege granted by the Board and school officials. This privilege is subject to suspension or revocation when any student is in violation of such rules and regulations.

### USE AND PARKING VEHICLES:

Students driving automobiles, trucks, or motorcycles to school MUST REGISTER their vehicles with the school pursuant to the following procedures:

1. The student and/or the parent/guardian shall request a registration application from school officials.
2. The student and parent/guardian must complete the ENTIRE application.
3. The student must return the application with the completed payment on GO FAN and school official must redeem ticket in person.
4. The parking decal purchased and issued must be visible AT ALL TIMES when the vehicle is parked on campus.
5. Automobiles and motorcycles must be parked in appropriately designated and marked spaces for students. Vehicles cannot be parked on grass, curbs, or other non-parking space areas.
6. Freshman are not allowed to drive a four-wheel drive vehicle to school unless approved by an administrator.
7. If a vehicle is barred from campus, the vehicle cannot be driven and parked in the surrounding vicinity or neighborhood.
8. Any student using a personal vehicle for yearbook work, school newspaper work, early release, community service-related course, or internship must sign in at the Student Center.
9. Any student changes vehicles must fill out a new parking pass form and turn in to the front office. No addition fee will be required but new vehicle must be registered with the school.

### VEHICLE PARKING VIOLATIONS:

The parking lot will be monitored each period/block of the day. Assessment of parking violations will result if:

1. The vehicle is parked in an unauthorized parking space (e.g., handicapped space, faculty/staff parking, reserved spaces, grass, or fire lane). Excessive violations will result in the car being barred from campus. Additionally, **the car may be towed at the owner's expense.**
2. The vehicle is not properly registered or illegally parked and/or double parked (using 2 spaces):
  - a. FIRST offense – warning ticket
  - b. SECOND offense – disciplinary action that may result in vehicle being towed from campus at owner's expense and driving privileges revoked for 2 weeks;
  - c. THIRD offense – vehicle towed at owner's expense and driving privileges revoked for the remainder of the school year.
3. Students (unauthorized to leave campus) returning to their automobile during the school day will result in disciplinary action;
4. No student may park in the faculty parking lot or other reserved areas
5. The use of one's vehicle to skip school or transport other students to skip school will result in the following loss of parking privileges:
  - a. FIRST offense – 2 weeks loss of driving and parking privileges;
  - b. TWO offenses – loss of driving and parking privileges for the remainder of the school year.
6. **No student may loan another student or person his/her issued parking pass. This will result in immediate forfeiture of parking privileges and revocation of parking pass.**

**AUTAUGA COUNTY SCHOOLS  
PARKING PERMIT APPLICATION**

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

**School year:** 2024-2025

**Name:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

The following applies to vehicles parked on the Prattville High School campus:

1. Must complete and sign this application. Must have current vehicle registration (tag receipt), proof of insurance, and valid driver's license (NO learner's permit) located in the vehicle.
2. Must submit payment to GO FAN for the amount of the parking fee.
  - a. \$50.00 August – December
  - b. \$30.00 January – May
3. Parking decal **MUST BE VISIBLE** from the outside of the vehicle while vehicle is parked on campus. Hang parking decal on front rearview mirror inside the vehicle with the parking decal number facing outward.
4. Park vehicles appropriately in designated and marked spaces. Vehicles not properly registered or illegally parked:
  - a. **FIRST OFFENSE** – warning ticket
  - b. **SECOND OFFENSE** – disciplinary action that may result in the vehicle being towed from campus at owner's expense and driving privileges suspended for 2 weeks.
  - c. **THIRD OFFENSE** – loss of driving and parking privileges for the remainder of the school year.
5. Students must notify administrators of any changes regarding their vehicle's information as given in this application.
6. Students (unauthorized to leave campus) returning to their automobiles during the school day will result in disciplinary action.
7. The use of one's vehicle to skip school or transport other students to skip school will result in the following loss of parking privileges:
  - a. **FIRST OFFENSE** – 2 weeks loss of driving and parking privileges
  - b. **SECOND OFFENSE** – loss of driving and parking privileges for the remainder of the school year.
8. No student may park in the faculty parking lot or other reserved areas.
9. Students must obey instructions given by school personnel directing traffic or school security guards on school grounds.
10. Vehicles are parked at the student's own risk. Prattville High School, nor the Autauga County Board of Education, assumes liability for damage or loss of vehicles.

**AUTOMOBILE INFORMATION:**

**YEAR:** \_\_\_\_\_ **MAKE:** \_\_\_\_\_ **MODEL:** \_\_\_\_\_

**COLOR:** \_\_\_\_\_ **TAG #:** \_\_\_\_\_

I verify that all the above information is correct. I agree to abide by all parking rules and regulations as outlined in the attached guidelines/procedures, parking permit application and board policy, as well as information that is announced by a school administrator. Rules not followed will result in a fine and/or disciplinary action.

\_\_\_\_\_  
**Parent's Signature**

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

\_\_\_\_\_  
**Date**