

## NAHS Parking Procedures 2018-19

Completed forms and money will be collected during Celebration of Learning, Monday, July 30<sup>th</sup> 9-11 am. After that time, applications will be taken by Ms. McClendon in the main office. Applications will not be accepted after 2:15 pm daily.

**ONLINE PAYMENT AVAILABLE:** <https://osp.osmsinc.com/Atlanta/>

**You must have a decal on your car as instructed (back driver's side bottom of windshield) as soon as you receive it or you will be ticketed.**

Turning in an application does NOT guarantee a parking decal!

### Checklist:

(If any one of the following is incomplete, your application will be returned to you for correction and completion.)

\_\_\_\_\_ Parking Permit Application signed by Student & Parent

\_\_\_\_\_ Rules and Regulations Signed by Student & Parent

\_\_\_\_\_ Parking Contract Signed by Student & Parent

\_\_\_\_\_ Copy of student's current, valid Georgia driver's license (NOT Learner's Permit)

\_\_\_\_\_ Copy of your valid (current) car insurance card (this document must reflect the company name, telephone #, policy #, dates of coverage, and the vehicle the student will be driving.)

\_\_\_\_\_ Copy of the vehicle registration (must be registered in Georgia)

\_\_\_\_\_ \$75.00 for the whole year, cash or money order made out to North Atlanta High School (checks are NOT accepted) \$50 for only one semester

\_\_\_\_\_ \$10.00 for an additional car decal (all documents must be completed for the additional car)

\_\_\_\_\_ Do not fold or staple the application, use a paper clip. Please put the papers in the order listed above.

\_\_\_\_\_ If you are in "Move on When Ready" or "Work Based Learning" or "Minimum Day", please write it across the top of the application.

\_\_\_\_\_ Make sure all information requested on the application is entered, for example, VIN #, etc.

\_\_\_\_\_ **\*\*IMPORTANT\*\*** APPLICATIONS WILL NOT BE PROCESSED IF YOU OWE FINES FOR UNPAID PARKING TICKETS, OWE FOR TEXTBOOKS, OR OWE FOR OVERDUE LIBRARY BOOKS. YOU WILL NOT BE ISSUED A PARKING DECAL UNTIL ALL FINES ARE CLEARED.

# NORTH ATLANTA HIGH SCHOOL PARKING PERMIT APPLICATION AND VEHICLE REGISTRATION

## INSTRUCTIONS FOR FILING:

This application is for registering a vehicle by student for the purpose of securing a parking decal. Rules and regulations pertaining to on-campus parking and operation of vehicle are contained herein. Completion of this application shall be construed as acceptance of the parking and operation rules and regulations. Students who elect to drive a vehicle shall complete this application form. It shall be signed by Parent/Guardian, and all copies shall be returned to the school.

THIS APPLICATION IS FOR: (check appropriate block)

STUDENT: First Car \_\_\_\_\_ Additional Car \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
DOB

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Address, including City and Zip Code

\_\_\_\_\_  
Applicant's Driver's License Number (GA)

\_\_\_\_\_  
State

\_\_\_\_\_  
Insurance Company & Policy #

\_\_\_\_\_  
Year

\_\_\_\_\_  
Make of Vehicle

\_\_\_\_\_  
Model (Name & No.)

\_\_\_\_\_  
Body Style

\_\_\_\_\_  
Color - Vehicle

\_\_\_\_\_  
Vehicle I.D. Number (VIN)

\_\_\_\_\_  
Georgia Vehicle Tag Number

**After reading and understanding the rules and regulations as stated on the accompanying page, the undersigned acknowledges that permission to drive and/or park an automobile the North Atlanta High School campus is a privilege and not a right. In consideration for such privilege, the undersigned expressly consent to any searches of the above-described vehicle or any other vehicles driven by applicant by administrators of North Atlanta High School for any reason, at any time while said vehicle(s) is on school property.**

\_\_\_\_\_  
School/Site

\_\_\_\_\_  
Signature of Driver/Applicant

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

\_\_\_\_\_  
Signature of Vehicle Owner

TO BE COMPLETED BY SCHOOL (Check Appropriate Session):

FULL YEAR \_\_\_\_\_

SECOND SEMESTER \_\_\_\_\_

PARKING PERMIT NUMBER \_\_\_\_\_

PARKING SPACE NUMBER \_\_\_\_\_

DATE PERMIT ISSUED \_\_\_\_\_

RECEIPT NUMBER \_\_\_\_\_

APPROVED \_\_\_\_\_

INSURANCE VERIFIED BY \_\_\_\_\_

VALID GEORGIA DRIVER'S LICENSE VERIFIED BY \_\_\_\_\_

## RULES AND REGULATIONS

- I. Each person who chooses to park a vehicle at North Atlanta High School during normal school day hours must obtain a parking permit. A parking space will be assigned or an area will be designated for legal parking.
- II. Parking decals shall be affixed to the vehicle windshield by utilizing the adhesive on the decal. The decal shall be affixed to the inside **lower left hand corner of the rear windshield**. The decal must be completely visible from the outside of the vehicle.
- III. Failure/refusal to comply with this regulation shall result in the voiding of the permit and/or issuance of a parking citation.
- IV. Parking decals and permits are not transferable from one vehicle to another or from one individual to another.
- V. Student parking permits for available parking spaces will be issued upon application and payment of a parking fee. No refund will be made. Motorcycles will have a student decal assigned to a common parking area.
- VI. Priority in assignment of parking spaces will be established by the local school administration.
- VII. Disciplinary infractions may result in suspension of parking on campus for long or short term, at the discretion of school administration.
- VIII. Parking and traffic violators on campus shall be subject to, but not limited to, one or more of the following discipline consequences:
  - a. For minor violations, fine imposed must be paid the next day of school or imposed fine is increased \$1.00 per day; and/or
  - b. Suspension of parking on campus; (No refund will be made);
  - c. Removal of parking decal; (No refund will be made);
  - d. Impounding of vehicle per County Ordinance or Georgia State Law;
  - e. For serious violations, State Court Traffic Ticket may be issued.
  - f. Failure to respond to a citation issued by a School Resource Officer shall be grounds for cancelling the parking decal or permit, and the vehicle may be impounded at the discretion of the principal or his/her designee.
  - g. No decal or permit may be bought for or transferred to another student for any reason. Decals are to be issued to students who qualify for parking privileges as determined by the principal.
- IX. Parking and traffic violations on campus subject to above discipline shall be, but not limited to the following:
  1. Parking an unregistered vehicle on campus.
  2. Parking in reserved places.
  3. Parking at yellow curb or in "No Parking" or "Fire Lane" areas.
  4. Parking in loading docks, service roads, driveways and walkways.
  5. Parking in unpaved areas.
  6. Parking in entrance or exits of parking lots.
  7. Parking at an angle or in a manner so as to utilize two parking spaces.
  8. Failing to stop for "Stop" signs.
  9. Failing to vacate vehicle on arrival at school.
  10. Failing to leave school campus upon entering vehicle.
  11. Giving false information and/or falsely registering a vehicle.
  12. Operating a vehicle without valid driver's license (learner's permit **not acceptable**).
  13. Reproducing, altering, defacing, or improperly displaying a parking decal.
  14. Unauthorized parking in handicap parking spaces.
  15. Driving too fast for conditions.
  16. Reckless conduct with vehicle.
  17. Parking in another student's parking space.
  18. Speed shall not exceed 15 mph on campus.
  19. All applicable State Law, Traffic Laws and Local Ordinances.
  20. Valid Georgia License Plate, meeting State Requirements.

- X. The driver/owner of any vehicle will be responsible for the use of his/her vehicle while on campus, and subsequently for a violation of the above rules and regulations by persons other than himself/herself if the offense is committed with or in his/her vehicle.
- XI. North Atlanta High School & APS shall not be responsible for the losses or damages to the property of users of its facilities, including loss due to bodily injury. Proof of insurance and a current Georgia Driver's License as required by state law shall be required prior to the assignment of a parking space.
- XII. The local school principal is authorized to take action designed to prevent a student's cutting of class or non-attendance contrary to law and Board of Education policy (truancy). To emphasize the importance of being on time to school, of remaining at school, and attendance at school, the high school principal or his/her designee will suspend a student's parking privilege for the remainder of any semester at the time of the sixth unexcused tardy or for the unauthorized departure from school. The suspension of parking privileges will extend for at least forty-five (45) school days. If the semester has less than forty-five (45) school days remaining when the suspension occurs, the balance of the suspension will be served at the beginning of the next semester. **There will be no refund for the cost of the parking permit.** At the conclusion of the suspension of parking privileges, the student may reapply and purchase a parking decal if parking spaces are available.

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Student Signature

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Date

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Parent Signature

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Date

NORTH ATLANTA HIGH SCHOOL PARKING CONTRACT 2018-2019

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LAST NAME	FIRST NAME	GRADE	PHONE EMAIL
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1. Students will have parking privileges revoked should they leave or attempt to leave school without written permission through the attendance office or NAHS Administration. This includes any student who drives, rides as a passenger off campus or walks off campus without permission.
2. Students shall also relinquish all parking privileges should they transport, attempt to transport, or drop off another student who does not have appropriate permission to leave campus. It is the driver's responsibility to check for a student's dismissal pass. This includes during lunch time.
3. Students are responsible for all information printed on the rules and regulations of the parking application.
4. Students are responsible for any parking violations committed by other student using their vehicle.
5. All illegal or improperly parked cars may be issued a parking citation.
6. Illegally parked vehicles on campus may be towed without notice at owner's expense.
7. Parking decals and parking spaces can't be given, loaned, or sold to another student. Decals must be applied directly to the passenger's side rear windshield (LOWER SECTION). Decals must be on the vehicle before the car is parked on campus.
8. Truancy and/or excessive absences to school could adversely affect a student's parking privilege.
9. Seven or more unexcused tardies to school will result in the loss of student parking.
10. Suspension for any drug, alcohol, or weapons may result in the loss of parking.
11. Students need administrative permission to go to the parking lot during the school day.
12. Any student who loses parking privileges will not receive any refund of parking fees.

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Student Signature

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Date

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Parent Signature

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Date