

August 1st, 2022

Dear Parents and Students,

Welcome back. We all hope you are well and prepared for the upcoming school year.

For Seniors and Juniors, the new school year will also come with new privileges and responsibilities, specifically regarding parking on-campus.

If you have not done so already, please complete and submit a copy of the [Parking Registration form](#) that will be available in the High School Main Office and attached to this Connect Ed Message. Students who receive their driver's license over the course of the school year can come to the High School Main Office to complete the Student Parking Registration at that time. You may also email forms and required documents to Linda Binns at lbinns@klschools.org.

SENIOR PARKING:

Seniors with a valid driver's license can pick up a parking sticker from the Main Office that will permit them to park on campus, but only in areas designated for student parking. Before doing so, they must:

- Complete a new Student Parking Registration Form, even if you completed one in your Junior year.
- Have a copy of their driver's license and the registration of the vehicle the student will be using on file in the High School Main Office.
- Have submitted the Summer Mailing forms.

JUNIOR PARKING:

Parking is not guaranteed for Juniors and will be distributed based on availability of student designated spaces. Juniors with a valid driver's license will be entered in a monthly lottery for a parking pass that allows them to park in areas designated for student vehicles. To be entered in the lottery, Juniors must complete the Parking Registration form and must have met the same requirements as Seniors, as detailed in the section above.

SAFETY AND LOSS OF PARKING PRIVILEGES:

Parking is a privilege which is accompanied with the responsibility to maintain a safe environment for both drivers and pedestrians. Any misconduct or inappropriate behavior involving vehicles or the parking of vehicles while on school grounds may result in disciplinary action. Similarly, any misconduct in school may result in the loss of a student's parking privilege. In the case of Juniors, parking privileges may also be suspended for the following year.

Please note that once on campus student's vehicles are to remain parked for the remainder of the school day. Students are not permitted to drive off campus during the school day without prior authorization from the Main Office.

To retain their parking privileges students must

- Follow all traffic laws and speed regulations.
- Be mindful of pedestrians.
- Refrain from texting or using electronic devices that can create an unsafe driving environment.
- Comply with the directions of school monitors and personnel.
- Park only in areas designated for student parking.
- Refrain from loitering in the parking areas during the school day.

Additionally, all students are expected to report and be punctual for all classes. If there is concern that a student's driving onto campus may be contributing to lateness or poor attendance, the student's parking privileges may be temporarily or permanently revoked.

In situations that parking has been revoked, whether temporarily or permanently, students will be able to utilize the district bussing to ensure they can get to and from the campus.

Thank you in advance for your cooperation in ensuring the safety of both drivers and pedestrians while on campus as we look forward to a successful school year.

Sincerely

Mallory McDonald

Assistant Principal
John Jay High School
Katonah-Lewisboro School District

JJHS STUDENT PARKING REGISTRATION FORM 2022-2023

This sheet must be read and signed by both the student requesting parking and the parent/guardian.

SENIORS must submit a copy of a **valid license and valid registration** along with this form for the car you intend to drive to school in order to receive a parking sticker.

JUNIORS who have submitted a copy of a **valid license and valid registration** along with this form will be entered into a monthly lottery to receive a placard that will allow them to park on campus for the duration of the month. **Parking is not guaranteed for Juniors and will be distributed based on availability of student designated spaces.** Please note that this number will be impacted by the number of Senior permits, permits for district personnel, and spaces designated for seasonal emergencies and snow removal.

Student Name: _____

Grade: **JUNIOR / SENIOR**
(circle one)

Driver's License #: _____

License Plate #: _____ Registered in the name of _____

Make/Model/Year/Color _____

Parking Rules and Regulations

The following rules and regulations must be followed at all times, or your car may be towed and/or your parking privileges may be immediately revoked.

1. **You may ONLY park in designated student parking areas.**
2. **You may NEVER park in the Faculty, District Office, Visitor, or Middle School parking areas.**
3. You may only bring a car into the parking area that has a valid parking sticker. Only the student to whom this car is registered may drive this car on campus. If the car you bring on campus changes, you must notify the main office.
4. Students will be issued only one sticker or Parking Pass only. The sticker for Senior cars must be placed on the driver's side rear window. Monthly parking passes for Junior cars must be displayed on the dashboard. (There is no exception to this). If you lose the sticker/card you must report it to the Main Office.
5. You may not leave school during the school day unless legally excused by the Main Office.
6. You must stay out of the parking lot and your car during the school day unless given a pass by the Main Office.
7. You must follow directions given by school monitors, administration, or school officials.
8. Parking is a privilege. Any misconduct in school may result in the loss of that privilege. Similarly, any misconduct or inappropriate behavior involving vehicles or the parking of vehicles while on school grounds may result in disciplinary action.
9. Frequent attendance issues or issues of frequent tardiness to class may result in revocation of parking privileges.
10. No parking will be assigned to a student until all required 2022- Summer Mailing forms are completed and returned.

I agree to follow all of the above rules and regulations, and I understand the consequences if I do not abide by them.

Student's Signature: _____ Date: _____

**** I have read the above stated rules and regulations. As a parent I fully understand that violation of these rules may result in the loss of my son/daughter's parking privilege.**

Parent's/Guardian's Signature: _____ Date: _____