

HATBORO-HORSHAM HIGH SCHOOL
PARKING PROCEDURES AND ENFORCEMENT GUIDELINES
2018-2019

1. Please read the Parking Procedures and Enforcements Guidelines, complete the registration form found on the high school website's homepage. Beginning **August 15th**, students may come to finalize the registration process with the required documents and payment with Mrs. Heil. Finalized registrations will be accepted from **8:00am-12:00pm and 1:00pm-2:30 pm Monday through Friday**.
2. Those Junior and Senior students that receive a driver's license and wish to drive to school and park on campus, may apply for parking privileges immediately upon receiving their valid PA driver's license. **Please Note:** Students who **DO NOT** have a valid PA Driver's License should not apply until the license is received.
3. Parking privileges will be issued on first come, first served basis by grade as spaces are available. There will be no parking privileges granted to sophomores and freshman. Parking placards are to be placed in the front window of any vehicle that is parked on the Hatboro-Horsham High School campus during school hours. Students who have outstanding obligations (fees, fines, uniforms, etc.) will not be considered for a parking spot until those obligations have been satisfied.
4. **Parking fee is \$30.00. Payments can be made via check (payable to Hatboro-Horsham School District), cash or money order.** Students who do not receive parking privileges until the **second semester will pay \$15** for their permit. *All cash/check payments will be accompanied by a receipt that outlines the date and method of payment. Revenues generated through the collection of parking permit fees are used in part to supplement the cost of parking lot security measures. These efforts include supervision, monitoring, maintenance and additional school security initiatives.*
5. Students with outstanding obligations (library fines, textbooks, technology, detentions, parking fines, etc.) will not have their parking application processed until all obligations are met.
6. Students who accrue any obligation during the school year will be given a set time to resolve them. Failure to do so may result in the loss of driving privileges.
7. Any student violating school parking rules will be issued a 1st warning and then a \$5.00 ticket upon further violations. These tickets are the same as any other school obligation and will be paid to the appropriate House Principal's office.
8. Students granted parking privileges will be assigned a lot and a numbered space in that lot. These lots are designated for student parking. Students must park in one space and in between two white painted parallel lines customarily recognized as a "parking space". These parking spaces are identified with a lot letter and number. Students are not permitted to park in the Staff or Visitor sections of Lot E or the staff section of Lot C.

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9. Students are not permitted to park in the following designated areas:
 - Staff lots
 - Visitor spaces
 - Handicapped spaces – unless authorized by displaying a Handicapped registration plate or placard designated for the **student use**.
 - Fire Zones
 - No Parking Areas
 - Turn around driveway in front of the music wing
 - Bus lot directly in front of the school
 - On the grass
 - Blocking driveways or other access areas
 - Any other area not designated for student parking
10. Student drivers who are identified by a staff member as speeding or driving recklessly **will immediately forfeit their parking privileges**. Privileges will be revoked for a period of time determined by the high school administration. Students that have had their privileges revoked will **NOT** be refunded their parking fee.
11. Driving violations will be forwarded to the Horsham Police when a student fails to obey clear traffic, driving, and safety guidelines.
12. Cars will be ticketed for any of the above reasons and for speeding or reckless driving.
13. Lost or stolen permits should be reported immediately to the student's Management Assistant for replacement. A \$5.00 charge will be assessed for a new permit.
14. Additional disciplinary action may be taken for any student who continually violates parking lot regulations. This may include loss of privileges for a period of time if deemed appropriate by the House Principal or Management Assistant.
15. Students who accumulate **six or more late arrivals to school (excused or unexcused) during a semester** may lose driving privileges for the balance of the semester or school year. You will **NOT** be refunded your parking fee.
16. Students who accumulate **5 or more disciplinary referrals** may have **their parking privileges removed** by a House Principal or Management Assistant. You will **NOT** be refunded your parking fee.

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PERIODIC PARKING LOT SEARCHES

- The privilege of bringing a student-operated motor vehicle on to school premises is conditioned on consent by the student driver to allow search of the vehicle when there is reasonable suspicion that the search will yield evidence of contraband.
- Refusal by a student, parent/guardian, or owner of the vehicle to allow access to a motor vehicle on school premises at the time of a request to search the vehicle shall be cause for suspension of parking privilege without further warning. Refusal to submit to search also may result in disciplinary action and notification of law enforcement officials.
- Routine patrolling of student parking lots and inspection of the outside of student automobiles shall be permitted at all times. Canine searches could also be part of the aforementioned periodic searches.
- The Court has held that school officials, unlike the police, do not need to obtain a warrant prior to conducting a search. Nor do they need probable cause to believe that a violation of the law has occurred. School officials need only have "reasonable suspicion" that a particular search will reveal evidence that the student has violated or is violating either the law or the rules of the school.
- Random canine searches of classrooms and automobiles in our parking areas. This search serves several purposes with the most important being providing a safe environment for all members of the Hatboro-Horsham High School community. Additionally, these searches will send a message to any student considering bringing harmful substances to our schools. The school administration, faculty, and students will not tolerate this type of activity in our school.

NOTE: AT NO TIME WILL A STUDENT BE SUBJECTED TO A SEARCH BY THE DOG, ONLY VEHICLES AND INANIMATE OBJECTS.

Searches are authorized by School Board Policy #226 and with utmost respect for student privacy. Students, teachers, staff, and parents/guardians have the right to expect to come to a safe place to learn, work, or visit.

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STUDENT PARKING

Summary of Registration Procedures for the 2018-2019 School Year

Applications for student parking will be accepted starting August 15, 2018 and will continue until all parking spots have been assigned.

- To begin the registration process, students must complete and submit the online registration form found on the high school website's homepage.

To finalize the parking application process, I understand that I must bring the following items into Mrs. Bonnie Heil at Hatboro-Horsham High School between the hours 8:00am-12:00pm and 1:00pm-3:00pm Monday through Friday. Please note that all payments must be made in person.

- A photocopy of your valid PA driver's license.
- A photocopy of the registration AND insurance card for Vehicle #1.
- A photocopy of the registration AND insurance card for Vehicle #2.
- Parent/Student Parking Procedures and Enforcement Signature Page complete with original signatures.
- Check, Cash, or Money Order for \$30.00 (\$15.00 if purchasing your permit in the second semester of the school year). If paying by check, please make it out to Hatboro-Horsham School District.

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HATBORO HORSHAM HIGH SCHOOL PARKING APPLICATION

Please Print Clearly

Date _____

Student's Name _____

Grade as of Sept. of 2018 _____

Student's Cell Phone # _____ Home Phone _____

Driver's License Number/Date Issued _____

Insurance Company/Registration _____

Vehicle #1 Make, Model, and Color _____

Vehicle #1 Owner's Name and Phone Number _____

Vehicle #2 Make, Model, Color _____

Vehicle #2 Owner's Name and Phone Number _____

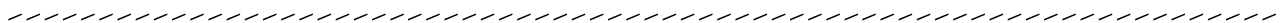
License Plate Number #1 _____ #2 _____

OFFICE USE ONLY BELOW

Permit Number _____ Date _____

Payment/ Method of Payment _____

Information Received By _____



RECEIPT

Student's Name _____ Permit # _____

Method of Payment _____

Received by _____ Date _____

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I have read the Student Parking Procedures and Enforcement Guidelines and completely understand the privileges I have been afforded as a licensed driver, parking on the property of the Hatboro-Horsham School District. I understand that Hatboro-Horsham High School and the Hatboro-Horsham School District are not liable for theft from or damage to the vehicle while it is parked on school property.

Student Name (please print) _____

Student Signature _____

Parent/Guardian Statement:

I have read the Parking Procedures and Enforcement Guidelines and accept and approve Hatboro-Horsham High School and the Hatboro-Horsham School District's responsibility to enforce them. I understand that by signing this application I am giving my child permission to drive to and from school.

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____

**** PLEASE REMEMBER TO INCLUDE A COPY OF YOUR
LICENSE, REGISTRATION AND PROOF OF INSURANCE
WITH YOUR APPLICATION****