

WAKEFIELD HIGH SCHOOL

Student Parking Contract 2018-2019

Be sure that both you and your parents read and understand this document before you sign it and before you purchase a parking pass. You cannot purchase a pass if you owe fines or fees or have textbooks to turn in.

Parking Procedures

Parking is limited and we cannot guarantee all students requesting parking will receive a space. Seniors have priority. Two students may share a space; all rules and regulations will be enforced for both students. Both students must turn in all required paperwork. The agreement between students to share a parking space will remain in force for the entire school year.

- The fee of **\$200** is set by the Wake County Board of Education.
- Parking registration is **August 13-14 for Juniors and Seniors; August 15 for Make-up and Sophomores.**
- If you do not register during your assigned dates and times, you must wait until AFTER the first week of school.
- You are able to pay online, but you won't be able to register your cars online. All paperwork, including proof of payment must be turned in on your assigned draw date...BEFORE you can draw for a space.
- If you drive a different car to school, it must be registered BEFORE you park. If the car you are driving is not registered, you will be ticketed. **Register all the cars you MAY drive throughout the school year.**
- Students MUST hold a valid driver's license at the time of registration. LEARNER PERMITS ARE NOT ACCEPTED.
- Students violating parking rules and regulations (*see page 2 of this document*) during the school year are subject to ticketing (*all school fines are \$10.00*) and/or revocation of parking privileges.
- Mid-year graduates may purchase a space for half the year. Sharing the space can only be done with other mid-year graduates. If the graduation status changes and the student remains in school, payment for 2nd semester is due January 3rd.

PARKING REGISTRATION INSTRUCTIONS

If you are paying online (VISA, MASTERCARD, DEBIT CARD):

Access to Online School payments is available 24 hours a day and will open this year on Monday, July 2nd. There is a non-refundable 4% service fee for each transaction.

- 1) Print the parking rules & regulations page from the school website. Read both pages; sign the 2nd page.
- 2) Pay online at: <http://osp.osmsinc.com/wakenc>
 - a. Select "high school"...then Wakefield HS
 - b. Select the activity "parking registration"
 - c. Click "add to cart" and "checkout"
 - d. Create your account by entering the student's name, ID number and billing information.
- 3) Bring these items to the office on your draw date:
 - a. Signed rules and regulation sheet.
 - b. Photocopy of your driver's license.
 - c. Copy of registration for all cars you are registering.
 - d. Printout of paid online school payment sheet.

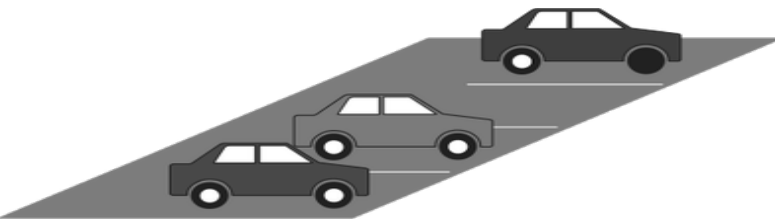
If you are paying at school (CASH, MONEY ORDER, or CASHIER'S CHECK...no personal checks accepted):

- 1) Print the parking rules and regulations pages from the school website. Read both pages; sign the 2nd page.
- 2) Bring the following 4 items to the main office on your draw date:
 - a. Signed rules and regulation sheet.
 - b. Photocopy of your driver's license.
 - c. Copy of car registration for all cars you are registering. (*Insurance information not needed.*)
 - d. \$200 cash, money order, or cashiers' check – No personal checks accepted.

NOTE: Copies of paperwork cannot be made at school. Sophomores must have administrative approval to purchase a parking pass.

DRAW DATES & TIMES

Monday, August 13	Tuesday, August 14	Wednesday, August 15
8-10 AM - Seniors A-M	8-10 AM - Seniors N-Z	8-10 AM - Makeup Time
10-12 Noon - Juniors A-M	10-12 Noon - Juniors N-Z	10-12 Noon - Sophomores



FOR SCHOOL USE ONLY:	
Student Grade _____	Year Make Model
Space # _____	
Receipt # _____	
	Car #1 _____
	Car #2 _____
	Car #3 _____
	Fines Paid _____

PARKING RULES & REGULATIONS

-Vehicles must be parked in assigned spaces, front end first. Backing into spaces is not permitted. Students may not park on the road, driveway, intersection or any other school campus during the school day. Students are not permitted to drive or park behind the school during the school day. Vehicles parked in unauthorized areas will be towed at the owner's expense.

-Students desiring a day pass for parking should purchase the pass at the front desk BEFORE parking. Temporary parking is \$5 a day. A replacement hang tag is \$5.

-Disabled vehicles may not be left on campus. Handicapped parking is state-mandated only. Parking for students disabled due to injury may be obtained on an individual basis in the main office.

- All drivers must abide by the NC General Statutes regarding vehicle operation and seatbelt usage when on school grounds. Students must wear their seatbelts when entering, exiting, and while driving on campus. Speeding and reckless driving are prohibited. Vehicles must not travel in excess of 10 miles per hour while on campus.

-Supervision is provided for parking lots; however, the school is not responsible for damages to or theft from vehicles. Students are cautioned NOT to leave valuables in their vehicles. Parked vehicles should be left with windows closed and doors locked.

-Loitering in the parking lot is prohibited. Students should lock their cars and leave the lot upon arriving at school. Written permission is needed from an administrator, the SRO, or the parking attendant to be in the lot during school hours.

-Vehicles are subject to search and seizure (Policy 6600) if there is reasonable suspicion that drugs, alcohol, weapons, stolen property or other contraband are present. School Board Policy 6430 prohibits the possession or use of tobacco products on campus.

-Refunds for fees are made if the student moves out of the WC Public School System. All refunds will be made pro-rata, based on a \$17 per month not used basis. Early grads must return parking tags to the main office. Lost tags can be replaced for a \$10 fee. Forged tags will be seized and parking privileges revoked. Parking fees will NOT be refunded for:

- Voluntary withdrawal from school (dropping out)
- Long term suspension from school
- School-based disciplinary action related to loss of parking privilege
- Loss of driving privilege due to revocation of operator's license

- The student purchasing a parking tag is the only person who may park in the spot identified by the number on the tag. One tag is issued per student/parking spot and it may be moved from one registered vehicle to another. The hang tag may not be loaned to another student.

- If a student holding a parking space transfers within WCPSS, he/ she will be assigned a space at the new school with no payment due (original tag must be returned to the original school.) If no space is available at the new school, the original school will make a refund.

-Students who operate a motor vehicle on campus should understand their duties, responsibilities and the parking rules and regulations as listed above. Under School Board Policy 7180, students who violate parking regulations are subject to the following consequences: revocation of parking privileges, ticketing and disciplinary action or criminal charges as prescribed by law. All school parking fines are \$10.00. If towing is enforced, fees will be set by the towing company.

-Students who purchase a parking pass are subject to the following consequences for unexcused absences: For 3 unexcused absences, the parking pass will be pulled for a week by administration. For 6, it will be pulled for the quarter. For 10, it will be pulled for the semester. A parent meeting is required before the parking pass can be re-issued.

I have read and do hereby agree to abide by the rules and regulations set forth by Wake County Public Schools and Wakefield High School regarding parking and operating a motor vehicle on school grounds.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____