



Dear Parents:

Your high school student has requested permission to drive to CAST Med High School and park in the school parking lot. All requests will be carefully screened and only valid cases will be approved because of the limited number of parking spaces. **Students with a history of attendance issues (including excessive tardiness and unexcused absences) or disciplinary problems may not be issued a permit.**

Should your student be granted permission, we will expect complete compliance with the school rules. Failure to abide by the following regulations may result in the loss of the parking permit.

The Parking Permit Application Form needs to be completed and returned. This must be signed by you and your student and returned when purchasing the permit. Students should review the following regulations:

1. Before a permit will be issued, a student must produce a valid driver license and proof of insurance of the vehicle in which students name must be visible on the insurance form.
2. All cars must be registered with the high school and bear the parking permit. **Failure to display the decal may result in revocation of parking privileges.**
3. All cars must be parked on school grounds, in the parking lot. **Students are NOT ALLOWED to park in faculty parking areas, visitor parking area or any other UNAUTHORIZED AREA.**
4. When students arrive, they are to park their cars, lock it, and immediately go into the building. They are not to return to their car until the end of the school day, except by special written permission by school administration.
5. Parking permits will be issued and/or revoked by administration. **(Students with a history of attendance or disciplinary problems may not be issued a permit.)** There is no guarantee that students who apply for a permit will be issued one.
6. Students must have their car under control at all times. Speed limit is not to exceed 10mph in the parking lot. Careless and reckless driving is prohibited. Excess noise will not be tolerated.
7. Any driving without permission will be subject to **disciplinary action**. Any unregistered and unauthorized vehicles may be towed away at the owner's expense.
8. Driving students who leave, or transport other students, away from the school during school hours will be faced with disciplinary action which will include **revocation** of driving permit.
9. By entering school property the person in charge of any vehicle consents to a search of vehicle with or without any cause by the school officials or the police. The search may include the passenger compartments, engine compartments, trunk and all containers locked or unlocked in or on the vehicle.
10. Although the parking lot is supervised SAISD or CAST Med High School has no insurance to cover loss or damage to any vehicle and is in no way liable or responsible for such.
11. Upon the purchased of new license plates, cars must be registered immediately or student may have the permit revoked.

12. All permits will cost **\$25.00** each. When you have to drive a different vehicle than the one that has a permit issued to it, you must notify the school administration first thing that morning upon arriving to the school.
13. Any student who purchases a replacement permit will have to show proof of ownership for that vehicle before a replacement permit is issued. Any student who purchase a replacement permit and gives the permit to another student will have both permits **REVOKED** and other disciplinary actions may be taken. **Second or replacement permits will cost \$10.00 each.**
14. Parking will be allowed only in spaces that have been marked as a parking space. Due to parking regulations that the Police and Fire Departments are requiring the school to follow, the parking lot will be monitored closely for **FIRE LANE VIOLATIONS**. The school has no control over this situation and must follow these regulations by law.
15. The Police Department will strictly enforce parking violations in the **FIRE LANE** and in the **HANDICAPPED AREAS**.
16. Parking Permits will not be issued to any student who owes CAST Med High School any monies for prior fees.
17. Permits will be distributed in the main office by Ms. Hodge, Secretary. You will need to bring the parking permit application, driver's license, and proof of insurance (insurance must have students name on it).

Failure to follow the guidelines will result in the following disciplinary actions:

1st offense – Verbal Warning

2nd offense – Parent and Student Conference

3rd offense – Suspension of Parking Privileges



Parking Permit Application

Please submit your \$25.00 permit fee (NO CHECKS – Cash Only) with this application form. Purchase your permit in the Main Office with Ms. Hodge, Secretary. You will need to bring your proof of insurance with student name included and driver's license for the vehicle you will be using.

(Please Print)

NAME OF STUDENT: _____ GRADE: _____

ADDRESS: _____ CITY _____ ZIP _____

VEHICLE DESCRIPTION: MAKE _____ YEAR _____

MODEL _____ COLOR _____

REGISTERED TO: _____ LICENSE PLATE: _____

ADDRESS: _____ PHONE #: _____

Students with a history of attendance issues (including excessive tardiness and unexcused absences) or disciplinary problems may not be issued a permit

I have read the attached list of guidelines and understand that failure to follow any of these guidelines will result in the loss of parking privileges and/or disciplinary action. The following disciplinary actions apply:

1st offense – Verbal Warning

2nd offense – Parent and Student Conference

3rd offense – Suspension of Parking Privileges

SIGNATURE OF STUDENT: _____ DATE: _____

SIGNATURE OF PARENT/GUARDIAN: _____ DATE: _____