

WICKLIFFE HIGH SCHOOL

2255 ROCKEFELLER ROAD, WICKLIFFE, OHIO 44092

VOICE: 440.944.0800 FAX: 440.943.7705

www.wickliffeschools.org / @ WickliffeHS

Shyla Metsker, Principal
Larry Balduff, Assistant Principal
Sara Hall, School Counselor (A-L)
Leah Porcello, School Counselor (M-Z)
Judy D'Angelo, Secretary
Charie Trivisonno, Clerk Custodian

PARKING PERMIT REQUEST FORM

REQUIREMENTS: - You **MUST** bring the following items when you submit your completed application to the main office (copies will be made).

1. Driver's License
2. Insurance Card
3. This completed Parking Permit Request Form

STUDENT INFORMATION:

Name (print): _____ Birthdate: _____ Today's Date: _____

Driver's License #: _____ Insurance Company/Policy #: _____

Vehicle Color/Year/Make/Model: _____ License Plate #: _____

I have read, and I understand the parking policies and procedures at WHS. I also understand that violating any parking policy or procedure at WHS will result in the loss of my parking privileges on school property, being ticketed/towed by Wickliffe Police Department, and/or other disciplinary action by school administration. I understand that I am responsible for the vehicle described above, and I agree to follow all laws, rules, policies, and procedures related to parking and/or driving a vehicle on school property including, but not limited to, those stated above.

Student's Signature: _____ Date: _____

PARENT INFORMATION:

Name (print): _____ Date: _____

I have read, and I understand, all of the parking policies and procedures at WHS. I feel that my child is a responsible driver, and I give him/her permission to drive to and from school every day. I certify that the vehicle listed above is, and will remain, insured, and that my child has permission to drive this vehicle, even if it is not registered in my child's name.

Parent/Guardian Signature: _____ Date: _____

PARKING POLICIES AND PROCEDURES:

Violation of any of these policies/procedures will result in a loss of parking privileges and/or a ticket/tow by Wickliffe PD.

1. Permits are assigned to ONE student/ONE vehicle; a permit cannot be used in multiple vehicles, or by multiple students.
2. Permits **MUST** be displayed/visible **AT ALL TIMES** while the registered vehicle is parked on school grounds.
3. Student vehicles need to be appropriately parked in the student lot - Vehicles not parked in the student lot, will be towed at owner's expense.
4. No speeding or reckless operation of a vehicle on school grounds, as this will result in disciplinary action and a ticket.
5. **Park at your own risk!** Vehicles should **ALWAYS** be locked. WHS is not responsible for stolen or damaged property.
6. Loitering in the parking lot is not permitted; student must enter the building immediately upon arrival to school.
7. Tobacco products, drugs, alcohol, or weapons are **NOT** permitted in any vehicle while parked on school grounds.
8. Students are not permitted to go to their car during the school day without permission from an administrator.
9. Tardiness is **NOT** excused by car trouble, traffic, or anything else related to personal transportation.
10. All city traffic laws apply while on school grounds, in addition to all parking policies created by WHS.
11. Students are **NOT** permitted to leave school grounds without **signed** and **approved** permission forms.
12. Any student found transporting an unexcused student in his/her vehicle, will lose all parking privilege at WHS.
13. Report a lost or stolen permit immediately so it can be invalidated. You will need to reapply for a new permit.
14. Administrators have the right to inspect and/or search the interior and exterior of any vehicle parked on school property.

Office Use Only:

_____ Semester 1 _____ Semester 2 Permit #: _____ Grade: _____

APPROVED: _____ **DENIED:** _____ **Admin Initials:** _____