

JOHN F. KENNEDY HIGH SCHOOL

1901 RANDOLPH ROAD, SILVER SPRING, MARYLAND 20902

MAIN OFFICE (240) 740-0100 ♦ MAIN OFFICE FAX (301) 929-2240 ♦ COUNSELING (240) 740-0105
OFFICE OF THE PRINCIPAL

August 2019

Dear Students,

Parking authorization for students remains a privilege for our upperclassmen. The non-refundable student parking for the 2019-2020 school year fee is \$75.00 for the entire school year or \$37.50 for each semester.

The procedures for obtaining a parking permit during the 2019-2020 school year are:

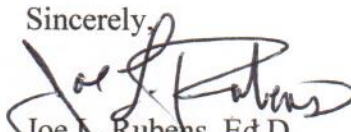
1. Students and parents must complete an application form for a student parking permit. This application (including proof of insurance and driver's license) and the fee must be turned in to the Business Office. Announcements will be made informing students that permits must be picked up from the Business Office. All applications must be signed by a parent or guardian and sponsor, registrar, or attendance secretary. Unsigned applications will not be accepted. Applications with improper or forged signatures will be denied a parking permit.
2. Students who have outstanding financial obligations will not be granted a parking permit until they are cleared.
3. If the number of applications received exceeds available spaces, student parking permits will be reviewed using the following criteria:
 - a. Students who have a handicapping condition
 - b. Any student who has obtained an out-of-area transfer and MCPS transportation is not provided (on the assumption that the applicant holds a valid driver's license and parental permission). The registrar must sign the application.
 - c. Students who are enrolled in a work/study program. Students must have the work/study teacher sign the application. Unsigned applications will be denied.
 - d. Seniors involved in regularly scheduled, administration approved, staff supervised, after school activity. Students must have a sponsor sign the application. Unsigned applications will be denied.
 - e. Juniors involved in regularly scheduled, administration approved, staff supervised, after school activity. Students must have a sponsor sign the application. Unsigned applications will be denied.
4. Approximately 130 student parking permits will be issued. The number of permits will correspond with the number of spaces.

Parking Regulations: Permit holders who violate any of the regulations will have their permit suspended or revoked.

1. Permit holders must comply with all established traffic rules in the parking area. These are: Use only the marked entrance and exit for the parking area; follow the traffic flow-one way toward exit no the roadway where busses are parked for picking up and dropping off students; and park only in the designated student parking areas.
2. Once a permit is issued, a student car may park in any one of the areas not designated for staff or visitors in the front of the building or any space in the back to the right of the stadium. Do not park along the side of the building. These spaces are assigned specifically to members of the faculty and staff. Do not park in the unlined areas.
3. Speed, while on campus, must not exceed 10 miles per hour.
4. Use of car as a social gathering place is strictly prohibited.
5. The administration reserves the right to inspect cars parked on school grounds when there is reasonable suspicion that they may contain prohibited items.
6. Any car parked on campus without an appropriate permit may be towed and/or ticketed. School disciplinary action may also be taken against the owner/driver of the vehicle.
7. Any student car parked in a staff space or in an unauthorized space may be towed and/or ticketed. School disciplinary action may also be taken against the owner/driver of the vehicle.
8. A student who loses his/her parking permit will be required to fill out a new application, reapply, and pay \$75.00 or \$37.50 for the permit. This also applies if the permit is stolen from your vehicle.
9. Car trouble is not an excused tardy nor an excused absence from school.
10. Students who leave school grounds during the day in an automobile will have their parking privileges suspended or revoked. Application fees will not be refunded.
11. Students who fail to follow the safety rules will have their parking permits revoked. Application fees will not be refunded.

Your cooperation in helping to maintain an orderly and safe environment is appreciated.

Sincerely,



Joe L. Rubens, Ed.D.
Principal

Your cooperation in helping to maintain an orderly and safe environment is appreciated.

I have read and agree to abide by the stated rules and regulations.

Student signature

Date

Student name printed

Grade

Staff: By signing this request for use of a private vehicle, you agree to monitor the after school activities of this student.

Sponsors signature for after school activity

Date

Registrar's signature for out of area student

Date

Attendance secretary's signature for Age of Majority
(This still requires a sponsor or registrar's signature)

Date

**Office of the Chief Operating Officer
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland 20850**

**PARENT REQUEST FOR STUDENT USE
OF PRIVATE VEHICLE**

Student _____ Birthdate ____/____/____ Grade ____
Last First MI
 Address _____ Distance to School _____
(nearest tenth mile)
 School Name _____ Homeroom # _____ Student's Dismissal Time ____:____
 Phone: Home _____ Emergency _____ Driver's Permit # _____

Vehicle Information

Make of Vehicle Model and Year	State and License Tag #	Color	Vehicles Insured		Name of Insurance Company	Name of Legal Owner
			Yes	No		

I hereby request permission for the above named student to drive a private vehicle to school. I understand that there is a non-refundable fee, payable to the school, upon approval of this request. Fees are approved by the Board of Education and paid at a rate of \$37.50 per semester, \$75 per year, or \$25 per season, as determined by the school administrator.

Permission is requested for the following reasons _____

I understand that violation of **law and/or** school regulations governing driving may cause revocation of this privilege. If privileges are revoked the parking fees are also forfeited. I further understand that owners or operators of vehicles might incur certain legal responsibilities when other persons are transported as passengers. I also understand that if I need to drive another family automobile, I will register the car in the school office in order to park it on school grounds or be subject to ticketing and/or towing at my expense.

Parent'/Guardian's
 Home Address _____
(If different from student) Street City State Zip Phone

Parent'/Guardian's
 Business Address _____
Street City State Zip Phone

_____/_____/_____
Signature, Parent/Guardian Date _____/_____/_____
Signature, Student Date

TO BE COMPLETED BY SCHOOL

Approved: Semester 1 Semester 2 Full Year Seasonal _____

Not Approved Reason: _____

_____/_____/_____
Signature, Principal Date

Amount Paid \$ _____ Cash Credit Card Check No: _____/_____/_____
Date

Parking Space Number Assigned _____ Parking Permit # _____

Permit Issued By: _____/_____/_____
Print Name Initials Date