

Westlake High School

Mt. Pleasant Central School District

825 West Lake Drive
Thornwood, NY 10594
Telephone: (914) 769-8311
Fax: (914) 747-3074

Mr. Keith Schenker
Principal
Email: kschenker@mtplcsd.org

Mr. Kenneth Amann
Assistant Principal
Email: kamann@mtplcsd.org

June 11, 2020

Dear Members of the Class of 2021:

One senior privilege is the opportunity to have your own parking spot on campus. If interested please complete the attached application and submit it and all required paperwork via email by **Tuesday, June 30th**. Students who fail to meet this deadline may not be considered for a parking space; although applications for the waiting list will continue to be accepted on a rolling basis after June 30th.

- To apply for Senior Parking, simply fill out the attached form and return the form with a copy of the student's license, registration and lottery ticket form via email no later than June 30th at 3:00 p.m. to be eligible for the initial lottery. You can either scan the documents or take a picture of the documents with your phone and mail them to Mrs. Santini, csantini@mtplcsd.org
- Spaces will be allocated to students through a lottery system.
- Application to the lottery does not guarantee that each student will receive a parking space. However, if a student applies for the **3 senior student carpool option**, they will be guaranteed a spot. Parking spaces are NOT issued on a first come, first served basis.
- Please be advised that this privilege may be withdrawn at any time at the discretion of administration. Any violations of the Code of Conduct may impact the student's eligibility for parking privileges.
- Excessive illegal tardiness and/or absences may result in disqualification or the loss of Senior Parking privileges.
- Seniors may only leave campus with appropriate prior school authorization.

If you wish to apply:

1. **Complete the application**
2. **Attach a copy of your vehicle Registration to the application.**
3. **Attach a copy of your Driver License to the application.** (Applications will be accepted with a copy of your Learner Permit and all students will be eligible for the lottery; however, a parking space will not be granted until a copy of your Driver License or receipt from your Road Test is received. If a copy of your Driver License is not submitted by September 8th, the parking space will be awarded to the student next on the wait list.

If a parking permit is awarded to you, your parking pass will be mailed prior to the first day of school.

Please note the high school main office will be closed from mid-July through mid-August.

Very truly yours,



Kenneth Amann

WESTLAKE HIGH SCHOOL

STUDENT PARKING REGULATIONS

The following policy has been adopted by the Board of Education regarding student driving/parking at Westlake High School:

SENIORS ONLY MAY FILE AN APPLICATION AND RECEIVE A PARKING TAG BEFORE HIS/HER AUTOMOBILE WILL BE PERMITTED ON CAMPUS. PERMITS WILL BE ISSUED THROUGH A LOTTERY SYSTEM.

Students who receive a parking permit must adhere to the regulations listed below:

1. Follow the speed limit on campus (15 mph).
2. Park only in YOUR designated space. (If for some reason your assigned parking space has been taken, temporarily park in a visitor space and report this to the outside security officer or Main Office.)
 - a. Students may not assign or lend their parking spaces to another student.
 - b. Students may not switch parking spaces with another student.
3. **PARKING IN THE FIRE LANES OR ON THE GRASS IS PROHIBITED.**
4. Students may not sit in cars during the student's scheduled school day or during emergency drills.
5. Students are only permitted to leave campus according to approved "Senior Privilege Forms" (e.g. lunch) and administratively authorized dismissal.
6. Any parking space left vacant for five consecutive days without prior notification to the Assistant Principal's Office will be awarded to the student next on the wait list.
7. To retain parking privileges, a student must maintain a satisfactory discipline history and attendance record. **Excessive illegal latenesses and/or absences** will result in suspension and/or loss of parking privileges on school grounds.

Depending upon the parking violation, actions may include suspension of driving/parking privileges, suspension and removal of the vehicle at the owner's expense.

THE BOARD OF EDUCATION HAS ADOPTED A POLICY THAT EMPOWERS THE HIGH SCHOOL ADMINISTRATION TO HAVE A VEHICLE TOWED AWAY AT THE OWNER'S EXPENSE IF IT IS PARKED IN A RESTRICTED AREA, ON THE GRASS, OR IN A YELLOW FIRE LANE OR OTHER UNAUTHORIZED AREAS.

**WESTLAKE HIGH SCHOOL
WESTLAKE DRIVE, THORNWOOD, NEW YORK**

SENIOR STUDENT PARKING APPLICATION 2020/21

DATE: _____

STUDENT NAME _____

HOME PHONE # _____ **PARENT EMAIL** _____

YEAR _____ **MAKE OF CAR** _____

MODEL _____ **COLOR** _____

PLATE # _____

Will you be carpooling with any other Seniors and sharing one spot? YES / NO

Name of students carpooling with you: _____

I HAVE READ AND UNDERSTAND THE PARKING REGULATIONS AND THAT
A VIOLATION MAY RESULT IN THE VEHICLE BEING TOWED AT THE
OWNER'S EXPENSE AND POSSIBLE SUSPENSION OF MY PARKING PERMIT.

**IN ORDER TO OBTAIN A PARKING PERMIT, YOU MUST SUBMIT
A COPY OF YOUR LICENSE, VEHICLE REGISTRATION AND LOTTERY
TICKET FORM WITH YOUR APPLICATION.**

STUDENT SIGNATURE **DATE**

PARENT SIGNATURE **DATE**

TO BE COMPLETED BY ADMINISTRATION:

PERMIT/SPACE # _____ **DATE ISSUED** _____

Parking Spot Lottery Form (Senior Parking)

Guaranteed Spot:

Volunteer First Responder: Department/Town: _____

***Carpool Option** *(These will be the first and closest assigned spots)*

By checking the above box, the student agrees to drive two or more Seniors and guarantees that they have their *Senior license*.

1. Names of Seniors Student will be Carpooling with:

1. _____

Separate Application Submitted: Yes / No

2. _____

Separate Application Submitted: Yes / No

*Individuals listed under this carpool option will not be entered into the general lottery and will not be eligible for individual spots.

Lottery Spots:

- a) You will get one ticket for this application that you submitted. Fill in your name in the application box below.
- b) You are playing a WHS fall sport. Fill your name in the fall sport box.
- c) You are a member of two or more clubs. Please list them, _____, _____ and then fill in the club box.
- d) You have a job throughout the school year, does not include summer jobs.
Establishment: _____
Employer Contact Information:
1. Name: _____
2. Phone Number: _____
3. Average Hours Worked Per Week: _____
4. How long have you been employed with this establishment? _____
- e) Carpool with One Senior (no spot guaranteed)
1. Name of Senior: _____
License: Yes / No
Separate Application Submitted: Yes / No

*A total of three tickets will be entered for a 2-person carpool if both students will be driving and sharing the parking space. Each ticket will be entered with both student driver names listed. If only one student has a license, only 1 ticket will be entered.

**WHS Parking Ticket
For Filing an application**

Name: _____

**WHS Parking Ticket
For Membership in 2 or
more clubs**

Name: _____

**WHS Parking Ticket
For playing a WHS fall
sport**

Name: _____

**WHS Parking Ticket For
Job throughout the school
year**

Name: _____

**WHS Parking Ticket
For 2 – person carpool**

Name: _____
Other Senior: _____

**WHS Parking Ticket
For 2 – person carpool**

Name: _____
Other Senior: _____

**WHS Parking Ticket
For 2 – person carpool**

Name: _____
Other Senior: _____

**WHS Parking Ticket For 2
person carpool but only
one license**

Name: _____
Other Person: _____