

August 19, 2020

Dear Parents and Students,

Welcome back. We all hope you are well and prepared for the upcoming school year.

For Seniors and Juniors the new school year will also come with new privileges and responsibilities in regards to parking on-campus.

If you have not done so already, please complete and submit a copy of the Parking Registration form that will be available online, in the High School Main Office, and attached to this Connect Ed Message. Students who receive their driver's license over the course of the school year can come to the High School Main Office to complete the Student Parking Registration at that time.

### **SENIOR PARKING:**

Seniors with a valid driver's license can pick up a parking sticker from the Main Office that will permit them to park on campus, but only in areas designated for student parking. Before doing so, they must:

- Complete a new Student Parking Registration Form, even if you completed one in your Junior year.
- Have a copy of their driver's license and the registration of the vehicle the student will be using on file in the High School Main Office.
- Have submitted the Summer Mailing forms.

### **JUNIOR PARKING:**

**Parking is not guaranteed for Juniors, and will be distributed based on availability of student designated spaces.** During the time we are in a hybrid model, we will do our best to get students who are able to drive a parking pass. Juniors with a valid driver's license will be entered in a monthly lottery for a parking pass that allows them to park in areas designated for student vehicles. To be entered in the lottery, Juniors must complete the Parking Registration form and must have met the same requirements as Seniors, as detailed in the section above.

Parking Permits will also be assigned on an A-Group / B-Group basis based on the days students have been assigned to be on campus. Parking Passes will only be valid on the days students are assigned to be on-campus.

### **SAFETY AND LOSS OF PARKING PRIVILEGES:**

Parking is a privilege which is accompanied with the responsibility to maintain safe environment for both drivers and pedestrians. Any misconduct or inappropriate behavior involving vehicles or the parking of vehicles while on school grounds may result in disciplinary action. Similarly any misconduct in school may result in the loss of a student's parking privilege. In the case of Juniors, parking privileges may also be suspended for the following year.

***Please note that once on campus student's vehicles are to remain parked for the remainder of the school day. Students are not permitted to drive off campus during the school day without prior authorization from the Main Office.***

To retain their parking privileges students must

- Follow all traffic laws and speed regulations.
- Be mindful of pedestrians.
- Refrain from texting or using electronic devices that can create an unsafe driving environment.
- Comply with the directions of school monitors and personnel.
- Park only in areas designated for student parking.
- Refrain from loitering in the parking areas during the school day.

Additionally, all students are expected to report and be punctual for all classes. If there is concern that a student's driving onto campus may be attributing to lateness or poor attendance, the students parking privileges may be temporarily or permanently revoked.

In situations that parking has been revoked, whether temporarily or permanently, students will be able to utilize the district bussing to ensure they can get to and from the campus.

Thank you in advance for your cooperation in ensuring the safety of both drivers and pedestrians while on campus as we look forward to a successful school year.

Sincerely

Samir Biswas

Assistant Principal

John Jay High School

Katonah-Lewisboro School District

# \_\_\_\_\_ **JJHS STUDENT PARKING REGISTRATION FORM 2020-2021**

This sheet must be read and signed by both the student requesting parking and the parent/guardian.

**SENIORS** must submit a copy of a **valid license and valid registration** along with this form for the car you intend to drive to school in order to receive a parking sticker.

**JUNIORS** who have submitted a copy of a **valid license and valid registration** along with this form will be entered into a monthly lottery to receive a placard that will allow them to park on campus for the duration of the month. **Parking is not guaranteed for Juniors, and will be distributed based on availability of student designated spaces.** Please note that this number will be impacted by the number of Senior permits, permits for district personnel, and spaces designated for seasonal emergencies and snow removal.

Student Name: _____	Grade: JUNIOR / SENIOR (circle one)
Driver's License #: _____	
License Plate #: _____	Registered in the name of _____
Make/Model/Year/Color _____	

**Parking Rules and Regulations**

The following rules and regulations must be followed at all times, or your car may be towed and/or your parking privileges may be immediately revoked.

1. You may **ONLY** park in designated student parking areas.
2. You may **NEVER** park in the **Faculty, District Office, Visitor, or Middle School parking areas.**
3. You may only bring a car into the parking area that has a valid parking sticker. Only the student to whom this car is registered may drive this car on campus. If the car you bring on campus changes, you must notify the main office.
4. Students will be issued only one sticker or Parking Pass only. The sticker for Senior cars must be placed on the driver's side rear window. Monthly parking passes for Junior cars must be displayed on the dashboard. (There is no exception to this). If you lose the sticker/card you must report it to the Main Office.
5. You may not leave school during the school day unless legally excused by the Main Office.
6. You must stay out of the parking lot and your car during the school day unless given a pass by the Main Office.
7. You must follow directions given by school monitors, administration, or school officials.
8. Parking is a privilege. Any misconduct in school may result in the loss of that privilege. Similarly any misconduct or inappropriate behavior involving vehicles or the parking of vehicles while on school grounds may result in disciplinary action.
9. Frequent attendance issues or issues of frequent tardiness to class may result in revocation of parking privileges.
10. No parking will be assigned to a student until all required 2020- Summer Mailing forms are completed and returned.

**I agree to follow all of the above rules and regulations, and I understand the consequences if I do not abide by them.**

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\* I have read the above stated rules and regulations. As a parent I fully understand that violation of these rules may result in the loss of my son/daughter's parking privilege.**

Parent's/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

August 19, 2020

Estimados padres y estudiantes,

Dar una buena acogida. Todos esperamos que esté bien y preparado para el próximo año escolar.

Para los seniors y juniors, el nuevo año escolar también vendrá con nuevos privilegios y responsabilidades con respecto al estacionamiento en el campus.

Si aún no lo ha hecho, complete y envíe una copia del formulario de registro de estacionamiento que estará disponible en línea, en la oficina principal de la escuela secundaria y adjunto a este mensaje de Connect Ed. Los estudiantes que reciben su licencia de conducir el transcurso del año escolar pueden venir a la oficina principal de la escuela secundaria para completar el registro de estacionamiento para estudiantes en ese momento.

#### APARCAMIENTO PARA SENIORS:

Seniors con una licencia de conducir válida pueden recoger una calcomanía de estacionamiento en la oficina principal que les permitirá estacionar en el campus, pero solo en las áreas designadas para el estacionamiento de estudiantes. Antes de hacerlo, deben:

- Complete un nuevo formulario de registro de estacionamiento para estudiantes, incluso si completó uno en su tercer año.
- Tener una copia de su licencia de conducir y el registro del vehículo que el estudiante usará en el archivo de la oficina principal de la escuela secundaria.
- Haber enviado los formularios de Summer Mailing.

#### APARCAMIENTO JUNIOR:

El estacionamiento no está garantizado para los estudiantes de tercer año y se distribuirá según la disponibilidad de los espacios designados para los estudiantes. Durante el tiempo que estemos en un modelo híbrido, haremos todo lo posible para que los estudiantes puedan un pase de estacionamiento. Los estudiantes de tercer año con una licencia de conducir válida participarán en un sorteo mensual para obtener un pase de estacionamiento que les permite estacionar en áreas designadas para vehículos de estudiantes. Para participar en la lotería, los estudiantes de tercer año deben completar el formulario de registro de estacionamiento y deben haber cumplido con los mismos requisitos que los de último año, como se detalla en la sección anterior.

Los permisos de estacionamiento también se asignarán según los días en que los estudiantes estén en el campus. Los pases de estacionamiento solo serán válidos los días en que los estudiantes estén asignados a estar en el campus.

#### SEGURIDAD Y PÉRDIDA DE PRIVILEGIOS DE ESTACIONAMIENTO:

El estacionamiento es un privilegio que va acompañado de la responsabilidad de mantener un entorno seguro tanto para los conductores como para los peatones. Cualquier mala conducta o comportamiento inapropiado que involucre vehículos o el estacionamiento de vehículos mientras se encuentre en la propiedad escolar puede resultar en una acción disciplinaria. De manera similar, cualquier mala conducta en la escuela puede resultar en la pérdida del privilegio de estacionamiento del estudiante. En el caso de Juniors, los privilegios de estacionamiento también pueden suspenderse para el año siguiente.

Sinceramente

Samir Biswas  
Principal asistente  
John Jay High School

August 19, 2020

Dear Parents of Juniors and Seniors,

Attached you will find the letter about campus parking and a copy of the parking application form. Please review the letter and complete the form if your child intends to drive to school during the 2020-2021 school year.

If you are able to complete the packet digitally, you may send it to Linda Binns ([lbinns@klschools.org](mailto:lbinns@klschools.org)). Please enter the subject in the email as **PARKING APPLICATION FOR STUDENT'S NAME**

Physical applications may be left at the main office in a sealed envelope marked with Parking Application and the name of the student.

A completed packet must include the completed application, a copy of the student's driver's license, and a copy of the registration for the car the student will be driving.

Permits and passes will be distributed after the start of the school year.

Thank you,

Dr. Samir Biswas

Assistant Principal

John Jay High School