

To: Parent/Guardian and Licensed Muhlenberg High School Drivers
From: Ms. Calvaresi and MHS Main Office Staff

Students in grades 10-12 who wish to drive to school and park on school property must register their vehicle and obtain a parking tag. No one may park on the school lot without registering their vehicle. All necessary registration requirements must be met prior to a space and tag being issued and must continue to be met throughout the school year so that your child can maintain his or her parking privilege. Violations could result in loss of parking lot privileges.

**YOU MUST HAVE A TAG TO PARK ON THE MAIN LOT AND THE BACK LOT.
THERE IS NO PARKING FOR STUDENTS IN THE BUS LOADING AREA OR IN THE
BACK OF THE BUILDING.**

Staff will monitor and make DAILY checks of the parking lot. **Repeated violations of our school discipline code** (i.e. unsafe operation of vehicle, speeding on parking lot, etc.) **can result in suspension of your parking privileges** either temporarily or permanently. Please review the driving and parking registration page before signing the parking registration form.

In order to receive a parking tag, you need to see me personally and show **ALL** items listed below at the time of vehicle registration.

1. Name, grade, home address and home/cell phone numbers
2. Driver's license (no permits), owner's card, current insurance policy card
3. License plate number, car make, model and color
4. Registration fee=**\$5.00 cash only**

If you have a parking space area in mind and it is available, I will try to honor your request. This signed form, along with the completed registration information listed on the other side, must be handed in when registering for a parking space.

My son/daughter has my permission to drive and park a vehicle on the Muhlenberg High School Parking Lot. I have read the rules and regulations page on the internet, understand and agree that all rules and regulations concerning driving and parking the vehicle will be adhered to or the parking privilege can and will be revoked. I understand that parking in unauthorized areas could result in the vehicle being towed at the owner's expense.

STUDENT SIGNATURE: _____ **DATE:** _____

PARENT SIGNATURE: _____

Sincerely,

Ms. Calvaresi and Main Office Staff

MHS DRIVING AND PARKING REGULATIONS

- 1. You may only park in the assigned parking space and please keep your tag displayed on your rearview mirror.**
- 2. Students must observe the speed limit and all driving regulations at all times** (before school, during school, after school, evenings, and weekends). Parking on school grounds is a “privilege” not a “right”.
- 3. Students may not park in faculty, visitors or handicapped spaces.** See the Main Office if you have medical concerns.
4. Driving violations, speeding, violations of school discipline code or any misconduct involving students in the parking lot will result in the revocation of the parking privilege as determined by Dr. Ebert. Students must follow all driving laws, follow traffic flow and not interfere with school vehicles.
5. The vehicle’s owner will be responsible for any and all towing charges. If the vehicle is towed, neither the school district nor the towing company will be responsible for damages that take place in the process. The Muhlenberg School District is not responsible for any damages that occur as a result of individual actions, vandalism, accident, or acts of nature to vehicles parked on school grounds. **KEEP YOUR CAR LOCKED AND SECURE AT ALL TIMES.**
6. Students are not permitted to give their tag to anyone or allow anyone to park in their space. If this occurs, both students will lose their privilege to park on school property.
7. If at any time you get or use another vehicle other than the one you have registered and for which you have been issued a tag, you must notify me and show the necessary information on the different car.
8. Many spaces around the building are reserved for custodian and cafeteria workers. You must park only in YOUR assigned spot.

NO PARKING OR DRIVING IN THE REAR OF THE BUILDING AT ANY TIME FOR ANY REASON.