

# Tocoi Creek High School

In our inaugural year, students with a valid driver's license will be able to apply for a parking pass. Please follow the steps below to apply for a parking pass and gain a better understanding of the expectations.

## ☐ STEP 1: Application Process:

- All eligible students will need to apply. To be eligible the student must have a valid driver's license, current registration, and insurance. (Juniors will have priority)
- Applications will become available on the school webpage Friday, May 7, 2021.
  - \*Juniors who are NOT 16 prior to the application deadline can still complete the application process and the spot can be held until October 1<sup>st</sup>, 2021 contingent on obtaining valid driver's license.

## ☐ STEP 2: Wait for Approval: DO NOT PAY until you get the confirmation email

- All students receiving a parking pass will receive confirmation from **TCHS Administration**
- A payment of \$100 will be due: **upon confirmation.**
  - \*Additional information will be sent with the confirmation email.
  - \*This payment will be made on *Schoolpay*
  - \* Parking Fees are non-refundable and non-transferable.

## ☐ STEP 3: At Orientation- Return Parking Expectations Signature Sheet & Pick Up Parking Pass

- All students will pick up their parking pass at orientation after providing the proper documentation (signed expectation sheet, copy of driver's license, registration and insurance)
  - \*Orientation information forthcoming.
- Students unable to attend orientation will be able to pick up their pass on the first day of school provided they have proper documentation (signed expectation sheet, copy of driver's license, registration and insurance)
- Expectations signature sheet must also be turned in to get your parking pass and assigned spot number.

\*You CANNOT drive on campus without your parking pass

# TCHS Parking Policies & Expectations

## Tocoi Creek High School Parking Expectations:

- You may only park in your assigned parking spot.
- Your parking tag must be displayed on front windshield, lower passenger's side.
- If you need to take a different car to school other than the one on file, you will need to secure a temporary parking pass from the dean's office or parking attendant ***immediately upon parking.***
- Parking passes are non-transferable and cannot be shared with other students.
- You must be in good standing with academics, attendance, and discipline to continue to drive on campus.
- You are expected to follow all traffic laws inside the parking lot and school zones.
- The parking area is off limits to all students during the school day. You must get a pass from the dean if you need access to your vehicle. Students entering the parking lot without a pass risk losing parking privileges.
- All vehicles are subject to search. Possession of drugs, alcohol, tobacco products/paraphernalia, pocket-knives or weapons of any kind or any other items not in compliance with the St. Johns County Code of Conduct will result in out of school suspension and loss of parking privileges. ***Not knowing that these items were in your vehicle will not change the consequences.***
- Neither TCHS nor the St. Johns County School District are responsible for any damages or losses to vehicles parked at TCHS.

## The following offenses could result in Suspension or Revocation of Parking Pass:

- Excessive tardies / unexcused absences
- Leaving campus without permission
- Taking another student off campus without permission, prior to dismissal
- Texting/talking on your phone while driving
- Unlawful speed / reckless driving while operating your vehicle on campus
- Vehicle decals, accessories, flags etc. that may be deemed offensive, derogatory, or inappropriate
- Level 4 disciplinary actions per the St. Johns County Student Code of Conduct (permanently revoked)
- Excessive Level 1, 2, or 3 disciplinary actions per the St. Johns Student Code of Conduct (i.e. skipping class, defiance/disrespect, inappropriate conduct, class disruptions)
- Students found on campus with another student's parking pass or a counterfeit parking pass or selling their parking pass will be ineligible for parking indefinitely.

\*If a student loses parking privileges, the parking pass will be rendered invalid. Refunds will not be given to students who loses parking privilege (suspended or revoked) for disciplinary reasons.

My signature assures that I have read the policies and expectations and will adhere to them.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date