

TDL: ☐

Fees: ☐

Insurance: ☐

Permit #: _____

Date: _____

CK# _____ Cash ☐ Credit Card ☐



2025-26 Parking Application

Student Name: _____
Last First Middle Initial

Student ID: _____ Grade: _____ Age: _____ Birth Date: _____

Address: _____ Home Phone: _____

Parents/Guardians: _____

Father: _____ Phone: _____

Mother: _____ Phone: _____

Vehicle Description:

Year: _____ Make: _____ Model: _____ Color: _____ Auto Tag#: _____

(If a different vehicle is driven to school, the student driver **must** notify the office and school security)

Parent Parking Agreement: I give my son/daughter permission to drive to West High School and park in the designated areas on campus. I understand that he/she must follow the rules and regulations for student drivers or receive consequences for not doing so. I understand that these consequences may include, but are not limited to, financial obligations, loss of parking privileges, **towing of the vehicle without warning**, in school suspension (ISS) and/or out of school suspension (OSS).

Parent Signature: _____ Date: _____

Illness Agreement: I give my son/daughter permission to drive home from school during school hours if he/she becomes **ill** and is well enough to **drive home safely**. I understand that I (or someone designated on his/her Aspen emergency information sheet) will be contacted before my child is permitted to leave.

ONLY 3 ILLNESS DISMISSALS WILL BE ALLOWED PER SCHOOL YEAR

Parent Signature: _____ Date: _____

Student Parking Agreement: (This agreement **MUST** be signed at the time the permit is purchased **AND** in the presence of an administrator or designee. Students applying for permits are expected to know and be able to discuss the guidelines and rules pertaining to driving and parking on campus and the consequences for violation of these regulations.)

I have read and understand the rules and regulations regarding traffic and parking on the West High School campus. I agree to follow these guidelines and understand the consequences concerning violations of rules and regulations.

Student Signature: _____ Date: _____

Administrator Signature: _____ Date: _____

2025-26 Parking/Traffic Rules and Regulations

1. West High School students **MUST** complete the following procedures to obtain a permit to park:
 - a. Complete an application.
 - b. Show and provide copies of a valid driver's license and proof of updated insurance.
 - c. Purchase a \$75.00 permit to park (non-refundable) or \$40.00 for Jan–May 2026, **when parking opens to Sophomores.**
 - d. Sign the parking agreement with an administrator or designee.
2. Tennessee State law requires all drivers to carry automobile insurance.
3. Students may park only in areas designated for student parking (white lined & numbered parking spots). Students parking in staff, visitor or handicap spaces will face disciplinary consequences (unless otherwise directed by West staff).
4. A WHS parking permit must be clearly displayed (lower left driver's side windshield) whenever the vehicle is on campus. Lost or stolen permits must be reported to the main office immediately to avoid disciplinary consequences. **The replacement fee for a lost permit is \$10.00.** Permits may not be used, sold or transferred to another student.
5. Students must park, exit and lock your vehicle immediately when arriving on campus. Students cruising or sitting in vehicles will face disciplinary consequences.
6. Students must obtain a pass from the office to go to any parked vehicle during the school day. All books, materials and personal items should be brought into the building when you arrive.
7. Students are not allowed to move (or allow others to move) their vehicles or leave campus without following check out procedures through the main office. If a student received permission to move a car, other students may not be transported.
8. Student drivers must possess and willingly show their driver's license and dismissal notice to security and staff members upon request.
9. Speed limit on campus is 5 MPH.
10. The main office and school security should be informed in advance, or upon arrival to school, if a different vehicle is driven to school other than the one listed on the permit application.

NOTE

Parking a vehicle on school grounds entitles the Principal or his/her designee to search that vehicle upon reasonable suspicion that school policy or Knox County law has been violated.

West High School is not financially responsible for vehicular damage or theft that may occur while the vehicle is on campus. However, campus security can complete an accident report that the student can submit to the student's automobile insurer. Administration will administer appropriate disciplinary action if vehicle damage is the result of campus safety or rules violations.

General Parking/Traffic Information

West High School strives to provide a safe and secure campus for its students and for all vehicles parked on the property. To accomplish this, it is necessary for students who drive and park on campus to closely adhere to the following rules and regulations. Parents and others who drive on WHS campus need to acquaint themselves with traffic patterns, speed limits, parking areas and other guidelines in order to avoid confusion and assure the continued safety of West students.

Due to the limited number of available parking spaces, permits for campus parking will be sold first to Seniors and then Juniors on a first come, first serve space available basis.

Student drivers (and parents) are expected to sign an agreement to adhere to specific parking/traffic guidelines. Violations of these guidelines will be taken very seriously since the safe and efficient operation of the school may be affected. Consequences for violations are listed below and should be **carefully noted**.

****Failure to adhere to rules may result in loss of parking permit****

Disciplinary Consequences

Parking Violation	1st Offense	2nd Offense	3rd Offense
<ul style="list-style-type: none">• Unauthorized Area• Parking w/o permit• Transferring permit• Unauthorized vehicle visit	Vehicle will be booted (\$20.00 removal fee per incident)	<ul style="list-style-type: none">• Suspension of parking privileges• Boot• ISS	<ul style="list-style-type: none">• Revocation of parking permit• Possible tow w/o warning• OSS
Vehicle leaving campus without permission from office	OSS (2 Days)	<ul style="list-style-type: none">• Revocation of parking permit• OSS (4 Days)	<ul style="list-style-type: none">• Loss of eligibility for WHS permit• OSS (Possible Disciplinary Hearing)
Traffic Violations <ul style="list-style-type: none">• Speeding/Reckless driving• Abuse of driving or parking privileges• Possession of drugs, alcohol, stolen property, or other contraband	Written Citation and/or Loss of Parking and/or ISS or OSS and/or Legal Involvement	Actions to be determined by the severity of the violation.	Actions to be determined by the severity of the violation.