

C.E. Jordan High School

Student Parking Regulations

2018-19

To be eligible for a parking permit, students must submit a student parking application and make payments through the Jordan High School website. Failure to follow or complete a step in the application process will cause the application to become null and void, and the application will have to be resubmitted.

Submitting a complete application and payment **does not** guarantee that a space will be available. Students will receive parking permits through a lottery system. The lottery will occur in two phases, Lottery I and Lottery II. Lottery I will be for seniors who complete the application process and submit their payments July 2–20. If there are spaces remaining after Lottery I, the process will continue with Lottery II for seniors and juniors who complete the application process and submit their payments August 6–15. After Lottery II, any remaining spaces will be available on a first come first serve basis for those students who have completed the application and payment process.

*Parking permits **will be chosen at random** from a pre-designated selection of spaces for Lottery I and the remaining spaces for Lottery II.*

To complete the application process and receive a parking permit, students must:

- Clear all outstanding student fees.
- Pay the \$75 parking permit fee through the [JHS Online Pay Portal](#). *A printed copy of receipt is needed to complete the parking application.*
- Complete and submit the [JHS Student Parking Application](#) located on the Jordan High School website.

Lottery I Seniors Only: July 2 – 20 (online application and payment)

Lottery II Seniors and Juniors: August 6 – August 15 (online application and payment)

Student Parking Permit Pick Up Dates and Times

Lottery I:	July 23 – 26, July 30 – August 2	9:00 a.m. – Noon
Lottery II:	August 16 – August 24	9:00 a.m. – Noon

When picking up parking permits, please bring the following:

- Step 1: Printed parking application
- Step 2: Proof of payment (printed receipt)
- Step 3: Photocopy of driver license; **the school is not responsible for making a copy.**

To receive important school information and alerts, student drivers are also encouraged to:

Download REMIND app: [text @3b4k6g to the number 81010](#)



Parking regulations:

1. The [Durham Public Schools Board of Education](#) has permitted the Superintendent or designee to establish the fee for parking permits. Parking permits are currently **\$75**. School rules and school board policies apply to behavior in the parking lot inside and outside of vehicles. **Please remember parking a vehicle on school property is a privilege, not a right.**
2. Parking permits will only be sold to the students who both possess a valid driver license and are classified as seniors or juniors. Students may not sell, transfer, or purchase parking permits from other students. Students may be disciplined for any inappropriate use of parking permits.
3. All students parking a motor vehicle on the school campus must display the current school year's parking permit. The permit must be displayed on the rearview mirror. Failure to display the permit properly at all times during the school day may result in consequences, including loss of the parking privilege. If a student withdraws from school, it is the student's responsibility to return it to the main office. Failure to do so will result in a \$20 fine.
4. Vehicles **must** be parked in assigned spaces. The only spaces available for student parking are in the student lots. Students may not park on the road, driveway, intersections, or in any other place not consistent with their assigned spaces. Students who arrive and find their spaces occupied should not park in another space but should report to the main office to provide the license plate number and description of the improperly parked car. If students park in spaces not assigned to them, those students' cars will be booted, and those students will be fined \$40.
5. The safe operation of motor vehicles is required. Speeding and reckless driving are prohibited. Carrying passengers in the bed of a truck is also prohibited on the Jordan campus. Unsafe operation of motor vehicles may result in loss of parking privileges.
6. Supervision is provided for parking lots; however, the school system is not responsible for damages to vehicles or theft from or of vehicles even with windows closed and doors locked.
7. Student vehicles are subject to a search if there is a reasonable suspicion.
8. Disabled vehicles may not be left on campus overnight. If necessary, towing should be arranged by the student.
9. Parking fees will not be refunded for the following:
 - a. Voluntary withdrawal from school;
 - b. Long-term suspension from school;
 - c. School-based disciplinary action related to the loss of parking privileges;
 - d. Loss of driving privileges due to revocation of operator's license;
 - e. Graduation.
10. Only one parking space will be issued per student. Students may register two family vehicles for their assigned space.
11. Replacement parking permits will be issued for \$20.
12. Loitering in the parking lot is prohibited. Students need to leave the parking lot immediately upon arrival to school and immediately upon completion of the school day. Written permission from an administrator must be obtained to be in the student lot during school and lunch hours.
13. Students who remain after school for approved student activities should continue to occupy their assigned spaces. Specifically, students should not move from one lot to another or to other campus locations.
14. Students who operate a motor vehicle on campus should fully understand their duties and responsibilities. Students who violate parking regulations are subject to any or all of the following consequences:
 - a. Revocation of parking privileges;
 - b. Towing and storage of the vehicle at the owner's expense;
 - c. Disciplinary action;
 - d. Criminal charges as prescribed by law;

15. Handicap parking is available as needed on an assigned basis only.

16. All application forms must be properly completed before a student can receive a parking permit.