

## **Bethesda Chevy-Chase High School Student Parking Policies and Procedures**

Parking applications and the MCPS 215-6 form are available online at [www.montgomeryschoolsmd.org/schools/bcchs](http://www.montgomeryschoolsmd.org/schools/bcchs) Under Security, student parking.

**The MCPS permit fee is \$25.00 per permit/per season. This is a non-refundable fee. Cash or checks payable to B-CC High School.**

Applications, MCPS 215-6, Copy of students drivers license must be submitted to the main office by the end of the first week each season. All applications and MCPS 215-6 forms must be signed by parent or guardian even if student has age of majority. **Also, calculate the date when student can begin carrying any passengers under age 18 (as per provisional license regulations) and write it on the form. Include a photocopy of student's driver's license.** The student must be clear of any financial obligations.

Parking permits are limited to the number of spaces available. Only one parking tag will be issued per approved application. Multiple family vehicles can be included on the application. A parking tag is only issued to the student for the family vehicle(s) registered on the application and may not be loaned or transferred to anyone else. Students are to report changed of license plate number or registered vehicles to the security office, as well lost or stolen parking tags.

All applications will be evaluated based on the following:

- Handicap conditions
- Abbreviated Schedules – (Internship through B-CC High School)
- Participation in-school supervised activities when activity buses are not available
- Satisfactory attendance, behavior and academic records

Parking permits must be displayed in the vehicle on the rear view mirror with the number facing out. **Permits are non-transferable and will be revoked if used by vehicles other than the registered student.** Permit holders are expected to observe the following regulations, which will be strictly enforced. (Note: B-CC High school cannot revoke any tickets issued by Montgomery County Police for parking or traffic violations.)

Activities listed below are prohibited and violations will result in temporary or permanent loss of the parking permit:

- 1.) Exceeding reasonable speeds (10 mph) or otherwise driving recklessly
- 2.) Leaving school grounds without permission and not signing out in attendance office
- 3.) Unauthorized transporting other students off school grounds during the school day
- 4.) Parking in spaces designated for staff, visitors or marked as reserved
- 5.) Parking a vehicle without a current parking sticker
- 6.) Parking anywhere on school grounds not designated as a student parking space
- 7.) Remaining in or around the vehicle after parking in the school lot
- 8.) Due to the limited number of parking spaces, students with 5 or more unexcused absences in any class can lose their parking permit. It is not practical or fair to reserve parking for students who do not demonstrate excellent school attendance.
- 9.) Parking in a designated handicapped parking spot without a handicapped permit
- 10.) Littering
- 11.) Violations of the school discipline policy

Parents and students consent to the search of a motor vehicle where school authorities have reasonable grounds to believe drugs, alcohol, stolen property and other contraband might be present.

All drivers are prohibited from using a wireless communication device while operating a motor vehicle on school grounds, except to contact 911 for an emergency.

Students are not allowed to parking on MCPS property unless they have been issued and have displayed a current parking permit. If a student forgets his/her parking permit he/she needs to sign in on the visitors list in the main office and let a security team member know.

Procedures:

- 1.) Each high school principal annually determines the number of parking spaces on the school premises which can be available to students
- 2.) The principal is responsible for working with students and parents to restrict the numbers of students who drive to school
- 3.) Parking authorization for students is a privilege and not a right. Students are subject to all laws and local school rules regarding driving and parking vehicles on school grounds.
- 4.) Revenue from student parking must be processed through the Independent Activity Fund (IAF). The revenue must be accounted for separately in the IAF accounting system and must be included in the annual end of year athletic financial report, and other reports, as required.
- 5.) Students who are parking on school ground without a parking permit or signing in are subject to ticketing by the police and or towing at the student's expense.
- 6.) The principal is responsible for submitting to the office of school performance local school procedures for student parking and subsequently any revisions which may occur because of changing conditions. Principals of new high schools submit the procedures to the chief school performance officer within six weeks after the opening of the school, and subsequent revisions also are submitted for approval or disapproval.

Sign and return with completed applications and MCPS 215-6 Form

\_\_\_\_\_  
Student's Signature / Date

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Parent's Signature / Date