

## **STUDENT PARKING PERMIT PROCEDURES FOR THE 2023-2024 RINGGOLD SCHOOL YEAR**

1. Student Parking Permits will be issued by the Ringgold School District Police Department. Required applications and forms will be posted on the website and available at the high school.
2. All required documents must be completed, reviewed and signed by the student's parent or guardian. Incomplete forms will not be accepted and the parking permit will not be issued until returned completed.
3. There is a \$15.00 fee for a Student Parking Permit for the 2023-2024 school year. Payment can be made by cash or check. Please make checks payable to the Ringgold School District.
4. ONLY LICENSED DRIVERS will be permitted to apply for and obtain a parking permit.
5. A student is NOT permitted to obtain a parking permit and then allow another student to use that parking permit. A student is NOT permitted to request a parking permit for another student.
6. A PHOTO COPY of the **STUDENTS DRIVERS LICENSE, REGISTRATION AND INSURANCE CARD** is required when turning in the application packet.
7. Students will be assigned a numbered parking space and **MUST** park in that space assigned.
8. Students will be issued a colored numbered Ringgold School District Parking Permit. That Permit corresponds with their assigned parking space and grade. That Permit must be displayed from the rear-view mirror of their car at all times while parked on school district property. Failure to do so can result in the loss of privileges.
9. Only vehicles listed on the application may be driven to and parked on Ringgold School District property.
10. Students will not be permitted to park along Ram Drive adjacent to the stadium and leading up to the high school.
11. Students found in violation of the policy will be subject to discipline and their vehicle being towed at owner's expense.

If you have any questions, please feel free to contact Sargent Nevin Beatty at the Ringgold High School at 724-258-2200 ext. 2103.

Randall Skrinjorich  
Superintendent

Dr. Gregory Saraceni  
Principal

Clayton R. Shell  
Chief of Police

# **POLICY FOR STUDENT DRIVERS**

Student Drivers granted a Parking Permit must abide by and follow the listed rules in order to keep their privileges in good standing order.

**The SPEED LIMIT IS 15 MPH ON ALL RINGGOLD SCHOOL DISTRICT PROPERTY.** Student Drivers that are observed driving in excess of that posted speed limit or in a reckless/unsafe manner will be subject to traffic citation(s), the loss of their Parking Permit and discipline.

Student drivers with a parking Permit must park in their assigned parking space. They are not permitted to park anywhere else.

UNAUTHORIZED leaving of school grounds for any reason will result in loss of privileges.

Keep your vehicle locked at all times. Ringgold School District is not responsible for any theft or damage.

All student drivers shall abide by Police or Security Officers, Principals or any other authorized person directing traffic. Failure to do so will result in traffic citation(s), loss of your parking permit and discipline.

Students must notify the Ringgold School District Police Department of any vehicle changes immediately.

**THE VEHICLE MUST HAVE A VALID REGISTRATION, INSPECTION AND INSURANCE.**

Once inside the building you may not return to your vehicle without permission from a principal.

Parking Permits must be displayed on the rear view mirror at all times while on school district property. Any vehicle found without a Parking Permit is subject to tow at owner's expense.

STUDENT SIGNATURE:

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PARENT OR GUARDIAN SIGNATURE:

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## **TARDY AND ABSENT RULES FOR STUDENT DRIVERS**

**THREE NON-MEDICAL TARDIES:** Will result in the suspension of the student's parking permit for the remainder of the semester. During the second semester, the student may reapply at the cost of \$15.00. The tardy record for the student will go back to 0 at the start of the new semester ONLY FOR DRIVING.

**TEN UNEXCUSED ABSCENSES:** Will result in loss of the student's parking permit for two weeks.

**FIFTEEN UNEXCUSED ABSCENSES:** Will result in loss of parking permit for the remainder of the semester. The student may reapply for the next semester.

**TWENTY UNEXCUSED ABSCENSES:** Will result in loss of the parking permit for the remainder of the year. The student may not reapply.

**PLEASE REVIEW THESE RULES WITH YOUR STUDENT.**

**STUDENT SIGNATURE:**

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**PARENT OR GUARDIAN SIGNATURE:**

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# **POLICY INFORMATION FOR SENIOR WORK EXPERIENCE DRIVERS ONLY**

**YOU MUST SIGN OUT EVERYDAY IN THE SECURITY VESTIBULE AT THE  
MAIN OFFICE AT YOUR DESIGNATED TIME.**

**YOU ARE NOT PERMITTED TO TAKE ANOTHER STUDENT WITH YOU  
WITHOUT PRIOR PRINCIPAL PERMISSION!**

**YOU MUST LEAVE AT YOUR SCHEDULED TIME!**

**FAILURE TO FOLLOW THESE INSTRUCTIONS WILL RESULT IN  
DISCIPLINARY ACTION AND LOSS OF YOUR PARKING PERMIT.**

**STUDENT SIGNATURE:**

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**PARENT OR GUARDIAN SIGNATURE:**

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# **POLICY INFORMATION FOR CAREER TECH**

## **DRIVERS ONLY**

Approval from the Career Tech principal and the Ringgold High School principal **MUST** be received before your permit request will be approved. You **MUST** turn in a copy of the approval form from Career Tech with your application.

You **MUST** sign out at the Security Vestibule before leaving the building.

**YOU MUST ALSO**; TURN IN EXCUSES TO THE ATTENDANCE OFFICE FOR ANY MISSED DAYS AT THE CAREER TECH OR YOUR PERMIT WILL BE REVOKED

YOU ARE **NOT PERMITTED** TO TAKE ANOTHER STUDENT WITHOUT PRICIPAL PERMISSION.

YOU ARE NOT TO LEAVE BEFORE THE APPROVED TIME.

To leave the building before your approved time, you **MUST** obtain written permission from the principal.

STUDENT SIGNATURE:

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PARENT OR GUARDIAN SIGNATURE:

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**RINGGOLD SCHOOL DISTRICT POLICE DEPARTMENT**  
**STUDENT PARKING PERMIT VEHICLE SHEET**

Any and all vehicles that may be driven to school if granted a Parking Permit MUST be listed on this form. Ringgold School District reserves the right to tow any vehicle at the owner's expense if policy is not followed. Students may also be subject to discipline.

**VEHICLE # 1:** \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_  
Color: \_\_\_\_\_

\_\_\_\_\_

Model: \_\_\_\_\_ Plate #: \_\_\_\_\_

**VEHICLE # 2:** \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_  
Color: \_\_\_\_\_

\_\_\_\_\_

Model: \_\_\_\_\_ Plate #: \_\_\_\_\_

**VEHICLE # 3:** \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_  
Color: \_\_\_\_\_

\_\_\_\_\_

Model: \_\_\_\_\_ Plate #: \_\_\_\_\_

**VEHICLE # 4:** \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_  
Color: \_\_\_\_\_

\_\_\_\_\_

Model: \_\_\_\_\_ Plate #: \_\_\_\_\_

**VEHICLE # 5:** \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_  
Color: \_\_\_\_\_

\_\_\_\_\_

Model: \_\_\_\_\_ Plate #: \_\_\_\_\_

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

Parent or Guardian Signature: \_\_\_\_\_