

# **Student Parking 2025-2026**

## **Instructions to Register for Your Parking Pass**

1. Driving a vehicle on campus is a **PRIVILEGE** extended to only junior and senior students and requires adherence to the rules listed here. **Due to the large enrollment and lack of parking spaces, parking privileges are reserved for Juniors and Seniors. Any sophomore caught parking on campus will be subject to tow at their expense and possible loss of parking privileges for the following year.**
2. The cost for general and reserved parking passes remains \$40 for a full year or \$20 for a pass purchased in the second semester. Students can obtain a free parking pass to park only in the Softball or Bank lots; however, registration is still required. ***Due to the limited number of parking spaces available passes will be issued on a first come, first served basis. Once all passes are issued, a wait-list will be instituted. Students parking on the Jefferson lot must have an early dismissal pass and must vacate the lot by 2:30pm.***
3. Students presenting temporary registrations will receive Softball lot parking passes temporarily, until their permanent registrations are filed in Student Services.
4. Student Services will distribute passes during open office hours (7:30 a.m. - 3:00 p.m.) beginning Monday, August 11, 2025. The office will be closed from 1-1:30 p.m. for lunch.
5. *After September 08, 2025, parking passes will be distributed before and after school only. To receive a pass, bring the following items to Student Services.*
  - a. A paid receipt from the bookstore for general/reserved parking
  - b. The vehicle registration card from the BMV (Bureau of Motor Vehicles)
  - c. A completed Acknowledgment & Drug Consent Form signed by both student and parent, regardless of student's age.
  - d. A valid driver's license belonging to the student driver

***Please note: You need to complete this process to guarantee you get a pass. Paying the fee does not complete the process.***

**Knowingly or intentionally providing false documents or vehicle information is subject to forfeiture of your parking privileges.**

5. Students parking in special areas without administrative approval (handicapped parking spaces, Silver Mile spaces, staff, visitor and areas not marked for parking) will be assigned temporarily to the Bank lot. Students can avoid parking reassignment by parking in lots designated for student drivers.

# Student Parking Guidelines 2025-2026

1. Parking passes must hang from the rear-view mirror and must be displayed at all times during the school day (7:30 a.m. - 3:17 p.m.).
2. Students can park only in assigned student parking lots. Those lots include general student parking in Northwest/Main, Jefferson Street, Pennway/River Valley, behind the school along the practice field, in back of the arena and the spaces along the east edge of the baseball field. Reserved parking is in the Silver Mile, Kapers, Student Reward, and Door K spaces. Additional student parking designated as free parking is in the Softball and Bank lots.
3. Penn High School's agreement with River Valley Church is that no student parks north of the lamp posts. The area north of the lamp posts is reserved for church patrons and employees. Student cars parked beyond the designated parking spaces are subject to being ticketed and perhaps towed at owner's expense.
4. Students needing special parking due to medical reasons may request a handicap/reserved parking tag from Student Services and are expected to use the spaces located by Door C or Door K.
6. Students must report changes in vehicle information to Student Services.
7. Permission to bring a vehicle on school property shall be conditioned upon consent of the search of the vehicle and all containers inside the vehicle by a school administrator with reasonable suspicion to believe the search will produce evidence of a violation of law, a school rule, or a condition that endangers the safety or health of the student driver or others. Students shall have no expectation of privacy in any vehicle or in the contents of any vehicle operated or parked on school property.
8. Students who fail to follow the guidelines for driving to school and parking on school grounds are subject to having their vehicles towed at the owner's expense.
9. Penn High School and the Penn-Harris-Madison School Corporation shall not be liable or responsible for any damage or loss occurring to any vehicle or contents therein while on the school premises.

## **Attention!**

**The following parking violations will result in disciplinary action being taken by the school.**

1. Failing to properly register a vehicle, not displaying a pass, or using a forged pass
2. Parking in any lot other than a designated student lot
3. Parking in a fire lane, no-parking zone, or non-parking spot
4. Selling/transferring a parking pass to another student
5. Parking in a handicapped parking space without a state-issued permit

### **Disciplinary action taken for parking violations**

1. The first offense will result in a conference with a dean, a warning that the student risks losing his parking pass and/or having his vehicle towed, and five days' parking restriction in the Bank lot. The student will surrender the current pass for a restricted pass.
2. The second offense will result in ten days' parking restriction in the Bank lot. The student will surrender the current pass for a restricted pass.
3. The third offense will result in permanent restricted parking in the Bank lot and a letter sent to the parent with the FINAL warning prior to towing the student's vehicle at the owner's expense. The student will surrender the current pass for a restricted pass.
4. The fourth and additional violations will result in the vehicle being towed at the owner's expense.

### **Other violations that may lead to the loss of parking privileges**

1. Possession/transportation of drugs, alcohol, stolen property, weapons or other contraband
2. Reckless/unsafe driving while on school grounds
3. Habitual truancy during the school year
4. Violation of a school bus stop zone while students are loading or unloading
5. Violations of the school code of conduct



# Acknowledgment & Drug Consent Form

## 2025-2026

### Parking Pass Acknowledgment:

As an individual who wants to drive to school, I recognize that driving and parking on school grounds is a *privilege* extended to students. Furthermore, I acknowledge and agree to abide by the following conditions as a part of my acceptance of a Penn High School Parking Pass:

1. Students must display the parking passes at all times when parked on PHM property, which include the River Valley Church Parking Lots.
2. Students will notify the school if vehicle information changes and should register multiple vehicles that might be used from time to time.
3. Students will abide by all state and local driving laws while on campus.
4. Students must park according to campus guidelines as they relate to staff-only lots, reserved student parking, handicapped parking, fire lanes, and no parking zones.
5. Students must replace lost or missing parking passes at the cost of \$5.
6. Permission to bring a vehicle on school property shall be conditioned upon consent of the search of the vehicle and all containers inside the vehicle by a school administrator with reasonable suspicion to believe the search will produce evidence of a violation of law, a school rule, or a condition that endangers the safety or health of the student driver or others. Students shall have no expectation of privacy in any vehicle or in the contents of any vehicle operated or parked on school property.
7. Students who fail to follow the guidelines for driving to school and parking on school grounds are subject to having their vehicle towed away at the owner's expense and/or the suspension or revocation of driving privileges.
8. Knowingly and intentionally providing false documents or vehicle information is subject to forfeiture of student parking privileges.
9. Penn High School and the Penn-Harris-Madison School Corporation shall not be liable or assume any responsibility for any damage or loss occurring to any vehicle or contents therein while on the school premises.

\_\_\_\_\_  
(Please print: Last Name, First Name, and Middle Initial)

\_\_\_\_\_  
(Grade)

\_\_\_\_\_  
Student ID #

## Parking Rules Acknowledgment and Consent

### Disciplinary action taken for parking violations

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4. The fourth and additional violations will result in the vehicle being towed at the owner's expense.

***I understand and agree to the above disciplinary actions for failure to abide by all Penn High School parking requirements along with state and local traffic and parking restrictions, including but not limited to those marked by signs and curb painting.***

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

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Printed Name

Make of car \_\_\_\_\_

Model of car \_\_\_\_\_

Color of car \_\_\_\_\_ Year \_\_\_\_\_

Plate # \_\_\_\_\_

Circle one:    Car            Truck            SUV            Van            Motorcycle

Over

# Drug Test Consent Form

## Drug Test Consent:

As an eligible student who desires to drive to school, I hereby voluntarily agree to be subject to the policies of the Penn-Harris-Madison School Corporation's Student Drug Testing Program. I accept the method of obtaining samples by urine or oral fluids, testing and analysis of such a specimen and all other aspects of the program. I agree to cooperate in furnishing a specimen that may be required from time to time. I understand that my refusal to provide a specimen will be treated as a positive test.

I further agree and consent to disclosure of the sampling, testing, and results provided for in this program. This consent is given pursuant to all state and federal privacy statutes and is a waiver of rights to non-disclosure of such test records and results only to the extent of the disclosures authorized in the program.

This certifies that the undersigned have read, understand, and agree to abide by the policies outlined with the Penn-Harris-Madison School Corporation's Student Drug Testing Program and the Student Handbook. Furthermore, the undersigned have read, understand, and are willing to accept the consequences of violating the guidelines for driving and parking on school grounds.

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

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

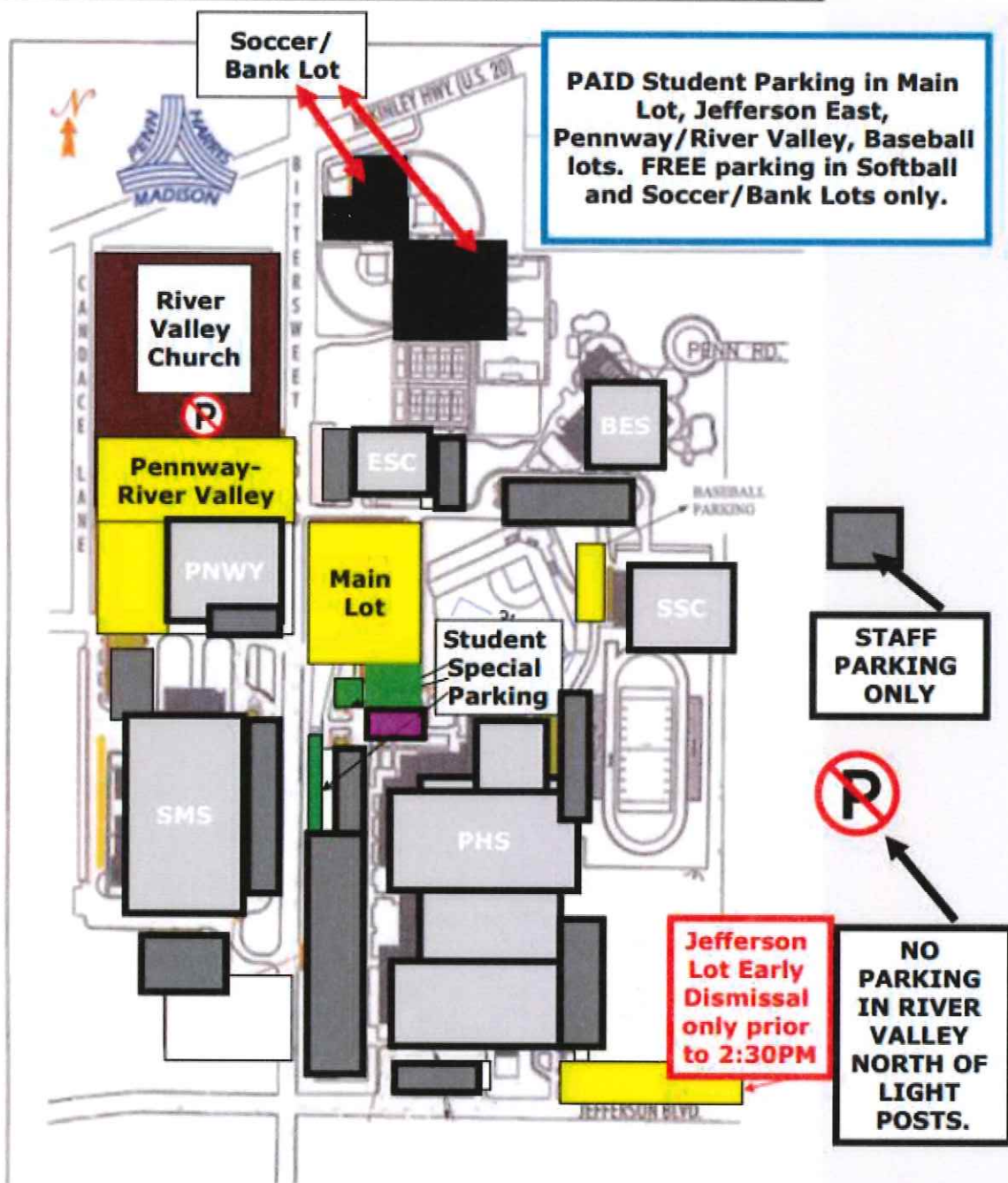
\_\_\_\_\_  
Parent Signature





\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Printed Name

**Attention: Failure to follow the Student Parking Guidelines may result in a parking violation and disciplinary action including having the vehicle towed at the owner's expense and/or the loss of parking privileges.**





-  \_Student Paid Parking Only "River Valley parking must be south of the lamp posts only" **Jefferson Lot is early dismissal only.**
-  \_Student FREE Parking in Softball and soccer/bank lots only.
-  \_Student Handicap parking
-  \_Special Student Reward Parking (Silver Mile, Kapers, Other)

