



**Kell High School**  
**2017- 2018**  
**Second Semester Parking Procedures**



Beginning this semester Parking Permits can also be paid on-line. If paying for Permits on-line, you will still need to fill out the Parking Application which can be printed from the Kell Home Web page. Once Application is completed, you will need to bring it to school with all the necessary documents listed below to pick up your permit. Also, permits can be paid for in the Front Office beginning January 2<sup>nd</sup> and 3<sup>rd</sup> from 1:00pm- 3:00pm.

**ALL CARS PARKED ON CAMPUS WITHOUT A PERMIT BEGINNING  
 JANUARY 22, 2018 WILL BE TICKETED.**

**PARKING APPLICATION CHECKLIST:**

- \_\_\_ 4 page parking application with all requested information completed including Vin#, Tag #, Driver's License #, Name, Address, Cell number, etc.
- \_\_\_ All forms signed by both **Parent and Student**.
- \_\_\_ Copy of Student's **current Ga.** Driver's License
- \_\_\_ Insurance Card reflecting insurance company's name, telephone #, policy #, Date/term of coverage and the vehicle the student is registering for parking.
- \_\_\_ Ga. Tag Registration. (Must have **current dates** on tag registration)
- \_\_\_ \$50 Cash, On-line Receipt or Check made payable to **Kell High School**.

**If any one of the above items is incomplete...the application WILL NOT be accepted.**

**No Exceptions will be made.**

**Additional Parking & Driving Expectations:**

In addition to the parking guidelines outlined on the parking application and contract, Kell Administration expects all drivers and passengers to conduct themselves in a responsible manner while driving on Kell property and in local subdivisions.

**All student drivers should understand that the following violations may result in their loss of parking privileges:**

- Parking in the incorrect area/parking lot.
- Suspension for any drug, alcohol or weapons violation.
- Leaving, attempting to leave, or coming on campus without checking out/in through the Attendance Office.
- Reckless driving (includes speeding through any part of the parking lot or neighboring areas.)
- Entering Bus Port area before or after school without direction from Administration
- Excessive tardies.
- Excessive parking tickets.
- Invalid/absent Georgia License Plate, meeting all state requirements.

Additional Rules are outlined on the back of the parking application and on the Kell Contract. The Kell Administration reserves the right to revoke parking for other discipline issues.

**Frequently Asked Questions:**

- **Where do I turn in my parking application?** Turn completed applications into Mrs. Hollar in the front office before or after school.
- **How long will it take to receive my parking decal?** If all forms are completed correctly, all copies are attached and you do not have any outstanding fines, you will receive your decal at the time you apply.
- **Will one-day parking passes be available?** No, one-day passes will not be available. If you have an extenuating circumstance and need to drive a different vehicle for a day or two, see Mrs. Hollar in the front office for a pass.
- **Will I receive a parking ticket on January 23<sup>th</sup> if I do not have a parking permit.** Yes. All vehicles parked on Kell campus after January 22<sup>nd</sup> **must** have a parking permit.
- **If I have a sibling at Kell, can we purchase a \$50 permit and a \$5 permit?** No, \$5 permits are for a 2<sup>nd</sup> car. They cannot both be parked on campus at the same time. Siblings must each purchase a \$50 permit if they both drive each day.
- **Where do I pay for parking fines?** Parking fines should be paid in the front office within 48 hours of receiving them.

