

UPPER COLUMBIA ACADEMY CAR POLICY

2010-2011

Upper Columbia Academy has adopted the following policy for the use of **student vehicles**:

- **Each** student vehicle brought on campus must be registered with the dean (dorm student) or the principal's office (day student). To register, please complete this form and return to the appropriate office. A parking assignment will be given at registration.
- Parents are asked to sign a waiver clearing the school of legal responsibility in regard to problems resulting from their student's use of the car.
- Students must maintain a valid driver's license, valid license plates and current insurance.
- It is understood that dorm students' cars will be used primarily for transportation to and from home. Dorm students' cars are to remain in the car corral. The dean's permission and parental consent must be granted for each town trip.
- Students will not be allowed to ride with any other student unless explicit permission is received by a dean from both the driver's parents and the rider's parents.
- Cars are to be used by their owners and are not to be loaned to other students.
- All student cars are to be parked in their assigned parking space whenever the car is on campus. This applies to both day and dorm student cars. It is recognized that a student may want to load or unload near the dorms when going to or from home, but the car should be moved immediately when finished. The purpose of this policy is to maintain orderliness and to provide adequate parking for students, staff and visitors.
 - 1) The first violation will result in a \$25.00 fine.
 - 2) The second violation will result in contacting a parent addressing the concern and, for seniors, a loss of town privileges for four weeks in addition to a \$25.00 fine.
 - 3) The third violation will result in the indefinite loss of car privileges. The car will go home for the remainder of the year.
 - 4) Any vehicle not registered will be assessed a \$50.00 fine.

Once a fine is issued, all use of the vehicle is suspended until the fine is paid to the dean. (Day students will pay the VP for Student Administration.) Failure to pay the fine in a timely manner (1 week) may result in the loss of car privileges. Please do not put yourself in this difficulty by failing to park appropriately.

Dormitory students need to have permission to use their cars for medical appointments approved by the nurse, instructional or errand-type activities. Other activities as requested by parents will normally be granted but must be specifically approved. Requests should come to the Administration via the parent. Citizenship and GPA will be considered when these requests are made.

Day students are expected to park in their assigned parking space as well. Failure to park in designated parking may result in suspension of all car privileges for an indefinite amount of time.

- Cars will be parked on campus at the student's own risk since the school cannot be responsible for vandalism, theft, etc.
- If the student misuses the car by driving on the lawn, etc., the car privilege may be denied.
- Use of motorcycles must be approved by Ad Council.

Student's signature

Date

Parent's signature

Date

**CAR PERMISSION
2010-2011**

As the parent/guardian of _____ (Student's Name) I give my consent for my student to have a vehicle at Upper Columbia Academy. It is understood this vehicle may be used only for transportation to and from home or other trips with proper permission. I recognize my student will be driving his/her own vehicle and I will not hold Upper Columbia Academy responsible for any problems resulting in my student having and using his/her vehicle.

Signed _____
(Parent/Guardian)

Student's Name: _____ Date: _____
Driver License Number: _____ Date of Expiration: _____
Make of Vehicle: _____ Color: _____
Vehicle ID Number: _____
License Plate Number: _____ State: _____
Insurance Company: _____ Type of Coverage: _____

If you will drive more than one car, please fill out a form for each vehicle.

☛ DAY STUDENTS ONLY:

Please list below the students that you as a parent give permission for your son/daughter to transport to and from school, and/or ride with.

- Student May Ride With**
1. _____
 2. _____
 3. _____
 4. _____
 5. _____
 6. _____
 7. _____
 8. _____

- Student May Drive**
1. _____
 2. _____
 3. _____
 4. _____
 5. _____
 6. _____
 7. _____
 8. _____

Parent Signature _____

DORM Student _____

PARKING SPACE # _____

DAY Student _____