

TRAFFIC AND PARKING CONTROLS

The Superintendent of Schools is instructed to develop a regulation concerning traffic and parking controls on roads, driveways, and parking lots accessory to each school and playground in the District. Such regulation shall take into account the need to protect the safety of all students, school personnel and anyone else on school property or on roads, driveways and parking lots adjacent to such school property.

Chapter 62 of the Laws of 1990 prohibits motorists from passing stopped school buses while they are boarding or discharging school children on school property. By law, school grounds are considered “public highways”.

TRAFFIC AND PARKING CONTROLS REGULATION

Student Parking: Colonie Central High School

A limited amount of school parking shall be permitted at Colonie Central High School subject to the following:

- A. The High School Principal will determine the number of available spaces. In doing this, the Principal shall make certain that adequate space is provided for school staff and visitors, that there is no interference with space needed to load and discharge school buses and that adequate provision is made for snow removal.
- B. Student parking will be on a restricted, permit-only basis. The number of permits issued will not exceed the number of available spaces. Issuance of permits shall be the responsibility of the administrator in charge of student parking.
- C. Types of Permits:
 - 1. Long Term: Issued on a school year basis or half-year for scheduled January graduates.
 - 2. Temporary: May be issued on a day-to-day basis. Each case is handled on its own merits. Maximum of one per week unless the individual case is of such extreme emergency that an additional permit is warranted.
- D. Criteria to be followed in issuing permits in order of significance are:
 - 1. Satisfactory school citizenship is essential to the issuance and continuance of all parking permits. In addition, one or all of the circumstances described below in Items 2, 3, and 4 must exist.
 - 2. Approved alternative learning program and early dismissal where transportation is needed when leaving school property.
 - 3. Need for transportation to get to/from work.
 - 4. Family reasons where parents have made a written request for student parking. Merely requesting a permit is not sufficient; the reason must be clearly stated and must be important enough to warrant issuance of a permit.
 - 5. Senior should be given priority over underclasspersons.
- E. Application Procedures
 - 1. All applications are to be made on forms obtained from and returned to the High School office.

2. Long Term: Must be made far enough in advance of need to allow adequate time for review (at least five school days will normally be required).
3. Temporary: Must be obtained before homeroom on the day needed except in emergency situations.

F. Violations: Minimum Penalties

1. First Violation: Loss of parking privileges for at least one day.
2. Second Violation: Loss of parking privileges until parent(s) come in for a conference and for an additional period of time to be determined by the administrator in charge of student parking.
3. Third Violation: Loss of privilege to park or drive on school property for the remainder of the school year.
4. Serious violation of traffic safety rules may cause immediate loss of driving privileges and may result in a report made to the Colonie Police Department.

G. Student Parking Fees: A fee of \$5.00 will be collected from each student who registers an automobile. This fee will cover processing the application and purchasing the proper sticker for each auto. This fee is non-refundable.

H. Rules and Regulations for the Student Parking Area:

1. At bus departure times all buses must leave the school grounds before student vehicles leave.
2. If a student brings another vehicle to school (other than the vehicle registered with the school), the student must obtain a permit from the administrator in charge of student parking.
3. All changes in information registered with the office, such as new license plate, different vehicle, etc., must be reported at once to the administrator in charge of student parking.
4. Upon arriving at school, students must leave vehicles immediately and enter the building.
5. The student parking sticker issued by the school should be attached as per directions that the student receives when issued the sticker. No exceptions will be made.
6. Misconduct in the parking area is cause for immediate revocation of the parking permit. This includes drinking, necking, reckless driving, and other misconduct.

7. No one other than students of Colonie Central High School will be allowed to use the student parking areas during the hours that the High School is in session.
8. The two student parking areas are the parking lot in front of the Multi-Use Gymnasium (MUG) and the lot adjacent to the baseball field. All other areas are for staff and visitors.
9. During the school day, students are not allowed to enter the parking area without written permission from an administrator except to leave the school grounds with authorized early dismissal.
10. All students' vehicles must be locked when parked. The holder of a parking permit will be held responsible for loitering or misconduct which may occur in the vehicle while it is parked in the student parking area.
11. The Principal reserves the right to revoke a permit for cause. All vehicles are to be operated in conformity with "Rules for the Control of Traffic on School Property" and all students issued parking permits will be given a copy of that policy.