



## PARKING APPLICATION

2025-2026



All qualified student drivers **MUST** obtain a WF parking decal in order to park on campus in the designated student area. The following criteria must be met:

- Must fill out a complete application with student, parent/guardian signatures to obtain a parking permit at the rate of \$2.00; and all documents.
- Must adhere to the parking lot guidelines at all times.
- Must not owe textbooks, library books, and/or have other monetary obligations to WFHS.

### **APPLICATION PROCEDURE:**

Students may obtain a parking application packet from the school's website at any time or may obtain a parking pass at the school. Parking passes will go on sale the Friday before school begins (Times will be posted to the school's website). Beginning August 11, parking passes will only be issued during lunch periods. Parking passes must be obtained by **Friday, September 12, 2025** for any student who starts the year off parking on campus. New drivers with a new driver's license, throughout the school year must obtain a parking decal in order to park on campus. **Any new drivers obtaining parking permits after September 12, must email the Dean to arrange a time to register for a parking permit.**

**Disciplinary consequences can be given to any student who drives on campus without a parking permit.**

Please come with a **COPY** of the following items: **Driver's License, Proof of insurance (current insurance card), Current Vehicle Registration** along with the **Completed & Signed Parking Application**. If you do not participate in a sport and have not uploaded a copy of the current year student drug screening form, you must also return a signed **Annual Consent to Student Drug Screening Form** which can be found online at [athleticclearance.com](http://athleticclearance.com).

You may only register a vehicle that is the property of you or someone in your immediate family/household. **Students may not park on campus until they receive and display a valid permit or the vehicle is subject to towing at the owner's expense.**

### **PARKING FEES:**

*All eligible students will be issued a yearly parking pass at a cost of \$2.00. There is **no refund** if a permit is removed for disciplinary reasons. **Replacements will not be given for misplaced, lost, or stolen parking permits – no exceptions.***

### **REGULATIONS:**

In an effort to help streamline traffic flow into WFHS student parking lot, student drivers are expected to have their vehicles parked by **8:15 a.m.** in an appropriate **student parking** space located on the West side of campus. This is the **ONLY** designated parking location for students. **Loitering in the parking lots is prohibited. Students are required to vacate vehicles upon arrival. Students must wait in designated areas, NOT THE PARKING LOT, until the bell sounds.** Vehicles arriving after 8:25 a.m. may be cited for a parking violation. Repeated violations will result in loss of driving privileges and a disciplinary referral. In order to protect property, students are not authorized to access the parking lot



**2025-2026**

during the school day. Students found in the parking lot during school hours will be subject to disciplinary action, including loss of driving privileges.

Parking in non-permitted areas such as teacher parking and on the grass will result in disciplinary action and loss of driving privileges. Students who fail to comply with the terms of the parking agreement will lose all on-campus driving and parking privileges. Enrollment in a school program does not guarantee a parking permit for the school year. Decals must be visible at all times.

**Decals must hang from the rear-view mirror while parked on campus.**

All students parking on campus will be subject to The School District of Escambia County's drug screening policy. Therefore, a signed, **notarized** **"Annual Consent to Drug Screening" form** must be submitted ***before a parking pass is issued***. A copy of the District's Drug Screening Policy is attached. Please familiarize yourself with this policy. (If you play or participate in a sport, band, or extra curricular activity and have submitted the current year drug consent screening, you are not required to bring in a hard copy.

**DISCIPLINARY ACTIONS**

- ☐ Students are expected to arrive on time for the school day. **All vehicles** must be parked by **8:15 a.m.** Those arriving after that time could be stopped by the School Resource Officer or faculty member.

Repeated late arrivals will result in the following:

- Warnings
  - Discipline Referral
  - Possible suspension of driving privileges
- ☐ Disciplinary actions during the school day can result in loss of parking privileges as follows:
  - Temporary or Permanent removal of parking privileges with no refund.
- ☐ Any false statements or pretenses will result in immediate suspension of parking privileges.

**SPECIAL NOTES:** Parking lots are routinely patrolled. Vehicles are subject to verification of compliance with county and state laws (i.e., county stickers, tags, inspections, etc.) Be sure that your vehicle is in compliance with state/county/city laws.

In case of an accident in the parking lot or on school grounds, students are expected to exchange insurance and license information. The appropriate law enforcement officer will not be summoned to the scene unless exceptional circumstances apply.



West Florida High School of Advanced Technology  
**PARKING APPLICATION**



**2025-2026**

**WEST FLORIDA HIGH SCHOOL - PARKING REGULATIONS AGREEMENT**

Please read each of the following statements and initial each line next to each statement indicating that you understand and will comply with each statement.

Upon receiving my parking permit, I the undersigned, fully understand that:

- \_\_\_\_\_ I will have my vehicle parked no later than **8:15AM** in order for traffic to flow safely.
- \_\_\_\_\_ I understand that excessive tardiness will result in the surrender of my parking pass.
- \_\_\_\_\_ I am to obey all traffic laws while on school grounds.
- \_\_\_\_\_ Upon arriving at school, I am **not to sit in my car or loiter around my car.**
- \_\_\_\_\_ During the school day, I am **not to go to my car or allow others to go to my car** (without prior, written administrative approval).
- \_\_\_\_\_ I am not to leave school grounds during school hours without prior, written approval. This may result in removal of parking privileges and out of school suspension.
- \_\_\_\_\_ I am not to bring alcoholic beverages, drugs, or weapons on school grounds in my car. (Any incident of this type will result in not only suspension from school, but possible Expulsion).
- \_\_\_\_\_ I will lock my car while it is parked on school grounds.
- \_\_\_\_\_ I am not to give or loan my parking permit to another student.
- \_\_\_\_\_ I must place my permit only on cars listed on my application.
- \_\_\_\_\_ I will display my parking tag at all times on school property.
- \_\_\_\_\_ I will park only in areas designated for student parking. I will not park my car in the faculty parking lot during the school day.
- \_\_\_\_\_ Upon arriving at school, my car stereo will not be heard outside of my vehicle.
- \_\_\_\_\_ I will not smoke in or near a vehicle on school grounds.
- \_\_\_\_\_ I will be responsible for the towing charges if my car is towed for being illegally parked.
- \_\_\_\_\_ I agree to not use my cell phone while operating my vehicle on school grounds.
- \_\_\_\_\_ I UNDERSTAND THAT DRIVING TO SCHOOL IS A PRIVILEGE, NOT A RIGHT. This is a privilege may be suspended or revoked if the rules above are not obeyed, if I am removed from any approved program, or my behavior at school indicates that I am not responsible enough to deserve this privilege.
- \_\_\_\_\_ I agree to all terms and conditions outlined in the application.

**WAIVER OF SEARCH**

I understand that in order to maintain reasonable control of the educational atmosphere, the WFHS administration reserves the right to search and seize any property within a vehicle which violates state law, school regulation, or may be harmful to any person. In order for a search to be made, the vehicle must be on property belonging to or under the control of Escambia County Schools.

\_\_\_\_\_  
\*Student Signature/Date

\_\_\_\_\_  
\*Parent/Legal Guardian Signature/Date

\*These signatures only imply that the student and parent/legal guardian have read and become familiar with all parking regulations of the school outlined in both the cover letter and this application and fully understand their responsibility in this regard.



West Florida High School of Advanced Technology

**PARKING APPLICATION**

**2025-2026**



DECAL # \_\_\_\_\_ (office use only)

**WEST FLORIDA HIGH SCHOOL  
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Name: \_\_\_\_\_ Student # \_\_\_\_\_ Grade: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_

Vehicle 1	Vehicle 2
MAKE/MODEL	MAKE/MODEL
COLOR	COLOR
YEAR	YEAR
LICENSE PLATE	LICENSE PLATE

Parent/Guardian Name: \_\_\_\_\_

Home #: \_\_\_\_\_ Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

If you have a reduced class schedule (ACE/DE Student), please fill in the following:

I will arrive at WFHS at: \_\_\_\_\_ I will depart WFHS at: \_\_\_\_\_

Teacher/Guidance Counselor's Signature: \_\_\_\_\_

**PLEASE NOTE: A COPY of your driver's license and registration for each vehicle must be presented along with the regulations agreement and completed application. You may only register a vehicle that is the property of you or someone in your immediate family/household.**

**Students may not drive until they receive and display a proper permit.**

**Proof of valid insurance, valid driver's license and current vehicle registration is required to obtain a parking permit.**