

## Guidelines for Student Parking at Henry Clay High School

Only seniors are eligible for parking permits at Henry Clay High School.

Any senior who begins the school year enrolled in a UK class during the regular school day, or in Advanced Academic Internship (EBCE), Advanced Academic Mentoring, Co-Op, Child Services Level 2, or Work Study is given preference in applying for a parking permit. These students are issued the necessary materials to apply for a parking permit through these classes, and all materials are given out on the same day. In 2013, 2014, and 2015, the parking contracts were distributed on the first day of classes.

Students in the aforementioned classes receive preference in parking permits because students in these programs are enrolled in a Henry Clay class that requires that they are not on campus for the entire day and must regularly report to another location at which they must arrive in a timely manner. Fayette County Public Schools does not provide transportation to these students and their departure and arrival times are set, so giving them an opportunity to park on campus enables them to be punctual in their obligations to their course, employers, and/or mentors.

However, simply being in one of these categories does not guarantee a space in the student parking lot. All students who apply for a parking permit must hold a valid license (not a permit) and be able to produce the vehicle registration form and proof of insurance. Furthermore, students who do not remain enrolled in one of these programs will have their parking permits revoked, although they will be eligible to receive another permit should they apply via the lottery. Students and their parents must also sign a parking contract, which contains other restrictions and obligations.

Once priority permits have been assigned, all remaining parking spaces are distributed through a lottery. Entry slips are distributed through senior homerooms before the end of the priority parking window, and are double-checked to make sure that only seniors are included. All parking permits are non-transferable, and documentation is checked to ensure that the student who receives a parking sticker was a legitimate recipient of a parking contract, whether it was received through enrollment in a priority class or via the lottery.

The window of application for priority parking permits is limited to the first week of school, so students in priority programs who have not yet obtained an intermediate license are not eligible to receive a parking permit during that window. Names are drawn for all remaining spaces immediately following the end of the priority window and paperwork is distributed to lottery winners on the next school day. Those recipients will have the same amount of time as students in the priority window to turn in completed paperwork. Drawings from the lottery pool will continue until all remaining spaces are assigned.