

2026-2027 TOPSAIL HIGH SCHOOL STUDENT DRIVING
PRIVILEGES, RULES, & EXPECTATIONS

Student Name: _____ Grade: _____ License Plate#: _____

Vehicle Make: _____ Vehicle Model: _____ Vehicle Color: _____

A student being permitted to drive and park on school campus is a matter of privilege. A student not meeting the rules, regulations, and expectations of the Topsail administration, as outlined below, will forfeit their privilege to drive and park on the school premises on a temporary or permanent basis. Parking passes will only be sold to students in 11th and 12th grades.

Students wanting the privilege to drive and park on the Topsail campus must:

1. Abide by and are subject to all the traffic laws of the State of North Carolina including but not limited to speeding, seatbelt use, cell phone use, etc. Failure to comply with these laws will result in being charged accordingly by the School Resource Officer. The campuses of Topsail High and Middle Schools are considered a public vehicular area.
2. Wear their seat belt at all times and drive in a safe manner. Students **are not** permitted to ride in the bed of pick-up trucks.
3. Purchase a valid parking permit. A student must purchase the permit before he/she can start driving on campus.
4. Display the parking permit at all times while the vehicle is on campus. The parking permit should be displayed on the vehicle's rear view mirror.
5. Park in their assigned parking space only. Students **are not** to park in spaces that are unnumbered. Parking passes are non-transferable and may not be shared. Violations will result in the loss of parking privileges.
6. Arrive to school at the appropriate time and not be tardy to their first period class. ***Six or more Unexcused Tardies will result in the suspension and/or revocation of parking privileges.***
7. Receive permission from the administration to go to their vehicle during the school day.
8. Students **are not** permitted to hang out in their cars during the school day (Lunch). Students must enter the building once on campus.
9. Must not owe any school fees.
10. Students **are not** permitted to drive off campus for lunch, we have a closed campus. Violation of this will result in loss of parking privileges.
11. Students with free periods or early dismissal must have their Free Period Pass with them when leaving campus during the school day. Students must turn in their free period form to Student Services and pick up their pass.
12. Students **are not** allowed to exit or enter through the middle school from 7:10 until 2:05. Violation will result in loss of parking privileges.
13. Students **are not** allowed to exit or enter the bus parking lot. Violation will result in loss of parking privileges.
14. Meet all requirements of Board of Education Policy 3621 (Extracurricular activity eligibility policy).
Failure to do so will result in loss of driving/parking privileges on campus until criteria of the policy is met.
15. Abide by the PCS Student Code of Conduct or Topsail High School's student behavior, academic and attendance expectations. A student shall have their parking permit suspended and/or revoked if they do not meet the following criteria:
 - Maintain an overall unweighted GPA of 2.0 or higher
 - Pass all courses, which includes CFCC and NCVPS courses
 - Students must have less than 8 unexcused absences in any one class prior to the Exam Week
 - Students must have less than 8 unexcused tardies in any one class prior to the Exam Week
 - ***Six or more Unexcused Tardies will result in the suspension and/or revocation of parking privileges***
 - Students must not have any Out of School Suspensions
 - Student must not have two or more days of In-School Suspensions in an academic semester
 - Students must not have any Vaping incidents (possession and/or use)

Once a student arrives on campus, they must exit their vehicle and proceed towards the school building. Students are not permitted to stay in their vehicles. Also, at the end of the day, students need to leave campus by 2:30, unless they are involved in an after-school activity. When students leave campus at the end of the day, they **must yield** to all school buses and/or the school resource officer.

Pender County Schools, Topsail High School, nor the Pender County Sheriff’s Office are liable for any damages sustained to a vehicle or the theft of a vehicle or its contents while the vehicle is on campus.

Any moving violation that violates North Carolina Motor Vehicle Laws will result in a state citation being issued by the SRO and/or suspension of parking privileges.

PCS BOE Policy 4342 states that by entering the school campus the person in charge of any vehicle consents to a search of the vehicle and its contents if there is “reasonable suspicion” by school officials or Sheriff’s Deputies that a vehicle contains evidence of a crime or a violation of school policy or school rules.

PARKING TICKETS

Students will receive a parking ticket for the following offenses:

- 1. Parking in a space not assigned to the student.
 - 2. Parking on campus while parking permit is revoked/suspended
 - 3. Parking in visitor parking or in the front of the school.
 - 4. Parking at TMS or TAES
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- 1. Parking tickets will be assigned and assessed on the following escalating scale:

- First offense:** Warning Ticket
- Second offense:** Warning Ticket *and* parent contact
- Third offense:** Loss of Parking - 1 Week
- Fourth offense:** Loss of Parking Privilege for the remainder of the academic year

PARKING WITHOUT A VALID PARKING PERMIT

Consequences for students who park on campus without purchasing a parking permit will follow the process below:

- First offense:** Vehicle booted (free removal *with* parent contact)
- Second offense:** Vehicle booted (\$20 removal fee *with* parent conference)
- Third offense:** Vehicle towed at owner’s expense and Loss of Future Parking Privileges

By signing below, the student and parent/guardian understand the expectations, regulations, and consequences of driving and parking on campus.

Student Signature

Parent Signature

Date

*******Students must provide a copy of their driver’s license, current vehicle registration, and proof of insurance. Topsail High School will not make copies. *******