



RULES AND REGULATIONS

Classroom

1. 10 attendance signatures (sign in) are required for credit of classroom hours. Students must use their full legal name, nicknames or partial names are not acceptable. For every missed signature, that particular class needs to be made up. This is true even if student was in the class.
2. Students may not leave class early for any reason. If they must leave early they will not be given credit for that session.
3. Please keep the classroom neat and clean.
4. No gum allowed in class
5. No smoking on the premise at any time, including in the parking lots. This includes electronic cigarettes as well as chewing tobacco.
6. Do not bring anything unrelated to the class.
7. Shut off cell phones, iPods or any other technological device during class. Devices used during class will be confiscated and kept by the instructor until the end of the day.
8. All students must be respectful of their surroundings. No running, yelling or acting inappropriately before, after or during your breaks. Failure to behave responsibly will result in your being asked to leave.
9. Grand Prix will suspend or expel students in the case of extreme disciplinary problems.

Driving

10. Bring your learners permit to each driving hour. It is *not* legal to drive with only a photocopy.
11. You must be ready up to ½ hour before each scheduled driving hour.
12. Students must sign in for all driving hours. Students must use their full legal name, nicknames or partial names are not acceptable.
13. No-shows or cancellations without a 24 hour notice will be subject to a \$60.00 charge per hour lesson. This is charged automatically unless you have a doctor's note.
14. FHS students are picked up at the tennis courts, in case of bad weather we will pick up at the front of school after the buses leave; BHS students will be picked up in the back of the school by the cafeteria. All students should call the Grand Prix office to find out their pick up place.
15. All default pick up locations are at a student's primary address in Schedule2Drive, unless a lesson is booked at the dismissal time from FHS, BHS, and DY. All other school pickups may be arranged by calling the office.
16. You will not be able to book your last 4 driving hours until your balance has been paid in full. There are no exceptions to this rule.

Office Policies

17. Driving Hours are released every Monday at 10am for the following week. Students should call or use Schedule2Drive to book hours according to the rules listed on the page "List of Rules for Scheduling"
18. Students can book up to 8 hours with a balance on their account. To book the last four hours, the balance must be paid in full. Grand Prix can suspend students at any point for failure to make monthly payments.
19. Grand Prix will charge a fee of \$20.00 for any resubmitted or returned checks. Balances must be paid in cash or money orders for the remainder of the balance.
20. You will be certified only after you have met all the requirements of driver's education and your bill is paid as well as any other fees have been paid.
21. For those under 18, you cannot book a road test unless you are completely finished with driver's education and have been certified by the RMV.

Student Name	Student Signature	Date
Parent Signature	Date	