

Hello families of the Class of 2024!

We are writing to notify you of the new procedures for students to request a parking pass on campus at Lake Braddock Secondary School for the 2023-24 school year. The entire process will be completed online this year, with the application opening on July 24, 2023. The application will close on Friday, August 4 and emails confirming acceptance or denial of a parking spot will be sent the following week. Pick up of parking passes will happen the week of August 14.

Please see the information below for the process. If you have any questions, please contact Mr. Cabrera, Safety and Security Specialist.

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Step 1: Gather the Following Documents

- Driver's License or Learner's Permit
 - Please note that the student must be legally eligible to drive at the time the application is submitted.
- Primary vehicle information:
 - Owner, make, model, color, license plate number, and license plate state
 - Listed vehicles must be registered to the applicant and/or the applicant's parent or guardian
- Secondary vehicle information (if applicable):
 - Owner, make, model, color, license plate number, and license plate state
 - Listed vehicles must be registered to the applicant and/or the applicant's parent or guardian
- Insurance information

Step 2: Complete and Submit the Google Form

[LBSS Student Parking Application](#)

Student and parent or guardian must complete the application together

- You must be logged out of all other Google accounts.
- Students must sign in to FCPS Google account to complete the Google Form.
 - In the case of forgotten passwords, you can recover or reset [here](#).

- Only one response per FCPS student ID will be allowed.
- For the purpose of the application, students commuting to Lake Braddock who are siblings residing in the same household, both possessing a driver's permit/license and who will take turns driving, can be designated as "carpoolers" and should indicate such at the appropriate place on the application. Each student will need to submit a separate application, however, and complete the requirements individually.
- The parking application will include a parental attestation attesting to their student's legal right to drive in Virginia.

If you are selected to receive a parking space, you will receive an email with further instructions.