



Red Bank Middle School

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2023-2024 Red Bank Middle School Student Handbook

RBMS VISION

“ROARing for Success” the Red Bank Way with students who are actively engaged, collaborating, and creating, as a community of learners.

TO THE STUDENT

During your time as a student at Red Bank Middle School, you will experience tremendous growth and change. The faculty, staff, and administration encourage you to become involved in the activities and progress of RBMS. We further challenge you to strive to become the best student and citizen you can be. We look forward to working with you. Together, we can make this a rewarding year!

This handbook contains important rules and policies pertaining to Red Bank Middle and other Hamilton County Schools. You and your adults should carefully read this information. We expect you to become familiar with the contents of this handbook and refer to it throughout the school year. You will be held accountable for all rules and regulations outlined within this book.

SCHOOL BELIEFS

- Every student is a valued individual with unique physical, emotional, social, and intellectual needs.
- All students can learn, and learn in different ways.
- A safe, structured, and nurturing environment promotes student learning.
- School faculty, parents, students, and the community share responsibility for supporting our school mission.
- Students learn best when they are actively engaged in the learning process.
- Cultural diversity increases students’ understanding of different groups of people, their cultures & backgrounds.
- A student’s self-esteem is enhanced by positive, respectful relationships with other students and our staff.

GRADING POLICY

Grades are used as a method of communicating academic progress to parents and students. Parents will access their student’s report card on PowerSchool at the end of each quarter (9 weeks). This grade card will inform parents of their child’s academic progress and conduct during the course of the grading period.

If a student receives RTI services, parents will be provided with progress updates regarding intervention services. If a parent has questions or concerns regarding their child’s grades which can be monitored in PowerSchool, they are strongly encouraged to contact their child’s teacher(s).

Conferences may be set up at any time by contacting your child’s teacher(s).

Contact teachers via email by going to our website and clicking on school staff, then the teacher’s name.

Numerical grades will be used to report student progress:

A 90 – 100

B 80 – 89

C 70 - 79

D 60 – 69

F 59 and below

TCAP will count for 15% of the second-semester grade.



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PROMOTION & RETENTION GUIDELINES

1. Promotion to the next grade level requires that a student pass *Math* and *Language Arts* for the year.
2. Final decisions regarding retention are made by the principal.
3. A minimum yearly average of 60% must be obtained.
4. For promotion to the next grade level, only one academic subject may be failed – *this subject may NOT be Math or Language Arts!* If either Math / Language Arts alone or any 2 combined academics are failed, the student must:
 - a. Successfully complete Summer School OR Repeat the grade.
5. If any 3 academics are failed, the student must:
 - a. Successfully complete Summer School OR Repeat the grade.
6. If all 4 academics fail, the student will be retained.

RECOGNIZING ACADEMIC ACHIEVEMENT

Recognition of outstanding students is an ongoing process at Red Bank Middle School. Students are recognized for their achievements through the Honor and Star Roll, Academic Letters, and other incentive programs.

- Students earning A's and B's and no U's in conduct in all subjects will be named to the Honor Roll.
- Students earning all A's and no U's in conduct will be named to the Star Roll.
- Quarterly incentives / awards will be given to all students achieving Honor / Star Roll status.

ATTENDANCE

At Red Bank Middle School, the faculty, staff, and administration firmly believe that regular school attendance is one of the keys to a quality education. If absent from school, a student will miss critical instruction and classroom activities that cannot be duplicated at home.

According to Hamilton County Administrative Procedures, **excused** absences are granted for the following:

1. Personal or Family Illness – Doctor's note required
2. Personal Appointment (ie: Doctor / Dentist) – note required from the professional's office.
3. Court appearance – court documentation required
4. Death in the immediate family – documentation required.
5. Religious holiday.

All documentation for excused absences must be sent to school within five (5) days of the student's return.

Excessive Absences

Excessive absences are governed by Tennessee law, which requires that school officials report to the court any parent, guardian, or other person in a parental relationship with a child who is unlawfully absent (unexcused) from school for any 5 cumulative days during the school year. After 5 cumulative (total) days without adequate excuse, a student is referred to the social worker. A Juvenile Judge may be petitioned if absences continue, as noted in TCH: 49-6-3007.

Make-Up Work

Excused absences (those meeting Board requirements) will entitle students to make up work missed for full credit. Unexcused absences may result in reduced credit for completed make-up work. Students must make up work at the teacher's convenience and shall have five (5) school days to complete these assignments. Extenuating circumstances may warrant additional time. **Requests for make-up work are the responsibility of the student.** Work will be collected through the main office at the parent's request if a student has been absent for three (3) consecutive days or more. **PLEASE NOTE: The school is not required to provide make-up work in instances where students have received a school suspension due to unacceptable behavior.**



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Tardiness

Tardiness will not be tolerated as it consistently detracts from the time spent on task. Further, it creates a disruption to the teacher and other students. For grading purposes, three (3) tardies to a single class during a 9-week period will result in the student being assigned to lunch detention. An excused tardy is only granted for reasons that fall within the standards of an excused absence (see numbers 1-5 on the previous page).

All students who arrive at school after the beginning of the school day (7:15 or later) will be marked tardy. These students must report to the main office and receive a tardy slip. Repeated tardiness to school or class will result in disciplinary consequences. Tardy consequences will be addressed by the semester. Excessive tardies will be handled accordingly. If a student arrives after 8:00 am, the parent must bring them into the office.

- 3rd Tardy – Verbal Warning
- 4th Tardy – Parent Contact
- 5th Tardy – ROAR Academy Level 1 / EXT Placement
- Subsequent tardies- 1 day of extended school for each tardy.
- Students arriving at school by 7:45 or later must be signed in by their parents. Students arriving without an adult will be assigned ISS until the parent is contacted.

Early Dismissal of Students

When a parent / guardian / designee (someone listed by the parent on the child's emergency card) picks up a student during the school day, this person must provide the school their information for our Visitor Management System in the front office and indicate the student's name, date, and the time of and reason for dismissal. All early dismissals must be approved by the principal or designee. The following early dismissal guidelines exist for the safety of your child:

- **No student will be released to an individual not listed on the student's emergency card.**
- **A valid picture I.D. must be presented by the individual wishing to dismiss any student.**
- **NO EARLY DISMISSALS AFTER 1:45 PM.**

Withdraw Procedures

In the event that a student needs to withdraw from Red Bank Middle School during the school year, the following procedures should be followed. These will ensure the timely release of necessary records to the receiving school.

1. The custodial parent or legal guardian must notify the guidance office of your intention to withdraw. This should be done prior to your last full day in attendance at RBMS. Students should also notify each of their teachers.
2. Students should complete & return any outstanding work.
3. Return all library books, textbooks, and electronic devices. (including power cords and device cases)
4. Pay any debts owed to the library, cafeteria, or office (including charges, fines, fund-raising debts, and / or charges for lost or damaged books). **Student records will not be released until all debts are cleared.**
5. Prior to or on the last full day of attendance, a "Check-Out" – available in the guidance office – must be completed. Before leaving school, return the sheet to the guidance office. You will be given a copy of the withdrawal form at that time.

ARRIVAL AND DEPARTURE

Bus Riders

Upon arriving in the morning, bus riders will enter the building via the North Entrance. All students not eating breakfast will report to the gym. Each student is expected to use this time, before releasing to hallways, as an opportunity to study, read, or complete assignments. No student will be permitted in the instructional areas.

Bus Behavior: Referrals submitted that reflect a clear violation of student safety, may be addressed as follows:

Referral #1- Parent contact and verbal warning (Level 1 & 2 violations only)

Referral #2- Parent contact and 3 days bus suspension.

Referral #3- Parent contact and 5 days bus suspension

Referral #4- Parent contact and 10 days bus suspension

Referral #5- Parent contact and loss of bus privilege



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Dismissal of bus riders in the afternoon will be through the North Entrance. No student will remain in or re-enter the building unless under the direct supervision of a teacher. Students are not to leave the school campus while waiting on afternoon buses. Only bus riders are permitted on the North side of the building in the afternoons. Students will not be allowed to board buses at Red Bank High unless authorized by the administration.

Car-Riders and Walkers

The building will be opened at 6:45 A.M. each day. Parents transporting children to school must use Tom Weathers Drive. Students will be unloaded at the South side of the building. For student safety, all students will need to be dropped off in the car line only. Students should not be dropped off in the parking lot due to safety concerns. Students will enter through the South Entrance and all students will report to the gym if they are not eating breakfast. At the end of the day, all car riders will be picked up at the South Entrance. All riders should be picked up within 30 minutes of dismissal for safety reasons. Walkers will exit via the South Entrance. If a student needs to walk to the high school, they may only enter the high school at a designated backdoor and then follow the outlined procedure for exiting the high school. If they are caught “roaming” the high school, they will be required to exit and call a parent to come get them.

For Your Child’s Safety

- *NO students may be dropped off or picked up at the following areas:*
- *Behind Red Bank High School.*
- *Parking lots behind Dixie Youth Ballfields.*
- *Red Bank Community Center Areas*
- *Erlanger North Hospital.*
- *Faculty Parking Areas at Red Bank Middle*

The North Entrance & North Side of the building are for bus pickup and drop off for RBMS and RBHS.

VIOLATORS ARE SUBJECT TO CITATION BY THE RED BANK POLICE DEPARTMENT.

CODE OF CONDUCT AND DISCIPLINE

It is impossible for teaching and learning to take place unless good order is maintained. Students must adhere to a code of good behavior not only for their own benefit but for the benefit of others as well. All staff members have the authority to create and enforce rules / behavioral expectations pertaining to individual classrooms. School-wide guidelines include but are not limited to:

ZERO-TOLERANCE Discipline Violations

- Possessing a firearm or an explosive, incendiary, or poison gas device.
- Unlawfully possessing, using, or selling illegal or stimulant drugs or drug paraphernalia. (Over-the-counter / prescription / “look-alike” drugs may be treated in the same manner as illegal drugs.)
- Aggravated Assault upon any teacher, principal, or any other employee of the Hamilton County Department of Education.
- Making a verbal, written, or electronic threat of “violence against a school”. Words Matter!

The student violator will be expelled for a period of not less than one (1) calendar year.



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Student Suspension

According to Hamilton County School Board Policy, reasons for suspension from school may include – but are not limited to – the following:

- A verbal, written, or electronic threat made toward a school.
- Willful and persistent violation of the rules of the school or truancy.
- Immoral or disreputable conduct or vulgar or profane language.
- Violence or threatened violence against the person of any personnel attending or assigned to the school.
- Willful and malicious damage to real or personal property of the school, or the property of any person attending or assigned to the school.
- Inciting, advising, or counseling others to engage in any of the acts listed above (or other school rule violations)
- Transmitting by an electronic device a credible threat to cause bodily injury or death to another student or school employee and the threat causes actual disruptive activity at the school.
- Marking, defacing, or destroying school property.
- Possession of a knife or other weapon(s), as defined in TCA 39-17-1301, on school property.
- Possession of any chemical, such as tear gas or mace, which has the capacity to injure or make an individual defenseless.
- Assaulting a student, school administrator, or teacher with vulgar, obscene, or threatening language.
- Possession, use, transfer, sale, or being under the influence of alcohol.
- Any other conduct prejudicial to good order.

Any school work missed during suspension must be made up by the student and may result in reduced credit (reduction may not exceed 10%). Students may not participate in any extra-curricular event while suspended.

STUDENT DISCIPLINARY PROCEDURES

Each student has the right to learn. Each teacher has the right to teach. School can be a very positive and rewarding experience when students can succeed academically and socially. However, students must realize that inappropriate behavior, both in the classrooms and on the school grounds, will result in negative consequences. In addition to the school-wide behavior expectation, each teacher has developed a classroom discipline plan that describes specific behavior and consequences. The Principal, Assistant Principal, Dean of Students, and the ROAR team will provide additional support to Staff members in dealing with persistent or severe behavior problems. Some strategies used include counseling, a parent conference with a team of teachers, parents accompanying students to classes, behavior contracts, placement in an alternate school program, campus clean-up, detention, In-school suspension, Saturday School, suspension, and/or expulsion. **Students who fail to maintain appropriate behavior or repeated behavior problems will lose certain privileges, including participation in the athletic program, dances, and other activities.**

Lunch Detention

Students may be detained in school for disciplinary or other reasons (including tardies to school) during lunch. Parents will be notified by phone or written notice within 24 hours. Conduct marks will be given when students violate school-wide ROAR expectations. After receiving **3 conduct marks in a single class or an automatic (profanity, horse-playing, electronic device violation, misbehavior with a substitute, misbehavior during emergency drills, or other minor offenses that do not support the mission and vision of the school)**, students will receive a lunch detention. All lunch detentions will be held on Monday thru Fridays. The teacher will input their name into the detention log. While this is a consequence, it is a low-level intervention. We ask for your support when issuing lunch detentions. If a student does not serve the assigned lunch detention, the teacher will reassign the lunch detention for a final chance. A referral form will be completed to the administration after failing to serve second lunch detention.



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Each teacher will be required to administer lunch detentions throughout the year. The teacher on duty will take the students to a designated location. Students are expected to eat quietly and complete a restorative document. Students will not be allowed to talk or move around without permission from the teacher on duty. Students who are removed from lunch detention will be required to serve the assigned lunch detention again plus additional lunch detention. The teacher on duty will email the administration concerning the dismissal of a student from lunch detention.

Lunch Detention Expectations

The teacher on duty will review ROAR expectations with students before detention begins. If a student does not follow expectations during detention, the student will be dismissed, the administration will be contacted by email, and second detention will be assigned.

1. Upon arrival at the cafeteria, students will report to the lunch line and retrieve their lunch selection.
2. After making a selection, the student will report to a designated lunch detention area..
3. A quiet **RESTRICTED** atmosphere will be maintained at all times. No talking or inappropriate behavior will be allowed.
4. Students will sit one person per desk. The student **may not, for any reason**, leave the assigned area without permission.
5. Students will not be allowed to talk or communicate with anyone, for any reason, **EXCEPT** the monitor, and only when spoken to..
6. Students will be RESPECTFUL at all times.

Lunch Detention

Students may be detained during their lunch break by their teacher(s) for disciplinary or other reasons. Students will be allowed to eat their lunches during the time provided.

Parent Conference with Team

A formal conference is held between the student, parent, teachers, and ROAR team. Parent involvement will be solicited in an attempt to modify and improve student behavior.

Tardies to Class throughout the School Day

This policy is effective between the 2nd and 7th periods.

- A. When a student receives a 3rd tardy to a class, the teacher will contact the parent or guardian and inform them that their student will receive lunch detention.
- B. On the 4th tardy to a class, the teacher will contact the parent or guardian and inform them that their student will receive a lunch detention.
- C. On the 5th tardy, the teacher will fill out a referral and turn it into the administration. Students will be issued a consequence based on the HCS COAB.



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- D. 6th or more tardies, the teacher will fill out a referral and turn it into the administration. Students will be issued a consequence based on the HCS COAB.

All students will have a clean slate at the start of each quarter.

Suspension

The student is informed that he/she is subject to suspension). The student's parent(s) or legal guardian is notified by telephone or in-person that the student is subject to suspension and the reason for that decision. All disciplinary actions involving a suspension will follow the HCS Code of Acceptable Behavior. Notification to the parents or legal guardian must include clear instructions regarding the due process procedure. Suspensions must be recorded in the student PowerSchool record. Upon the student's return after a suspension, the parent or guardian must meet with a school representative.

ROAR Academy Level 1

The ROAR Academy Level 1 program has been organized to provide a controlled environment for students who have continued difficulty in adjusting to ROAR expectations. The following procedures will be followed in the operation of the program:

1. Assignment to the ROAR Academy program will be made by the administration who will notify the parents of the student's ROAR Academy status via phone call.
2. Any student assigned to ROAR Academy who refuses to cooperate with all the rules and limits of the program will be subject to further discipline including being suspended out-of-school.
3. The ROAR Academy Will be held in a controlled and restricted atmosphere.
4. Students will not be allowed to go to ROAR Academy and hang out with other students.
5. Notification of ROAR Academy will be provided to the student's assigned teachers and ROAR team in a Lion Alert (email). Students will pull all their assignments from Canvas. Academic assignments will consist of daily classwork, including tests, and other subject focus activities. Students will receive credit for all work completed.
6. A quiet **RESTRICTED** atmosphere will be maintained at all times in the ROAR Academy. No talking or movement will be allowed.
7. Students assigned to ROAR Academy will report to Mr. Murphy's class located in the Library immediately upon arriving at school. If a student eats breakfast, the student will need to grab their breakfast and immediately report to Mr. Murphy's classroom. Mr. Murphy will make sure the students are in dress code, deliver the morning Advisory lesson, stop by the restroom, and report to the ROAR Academy located in the Multi-Purpose Room.
8. Students assigned to the ROAR Academy will be given a specific desk. The student **may not, for any reason**, leave the assigned desk without permission from the ROAR Academy monitor.



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9. Students will not be allowed to talk or communicate with anyone, for any reason, **EXCEPT** the ROAR Academy monitor, and only when spoken to. This also applies during **LUNCH, BATHROOM BREAKS,** and **IN THE HALLWAYS.**
10. Students will write a restorative assignment reflecting on their actions before they begin their academic assignments.
11. Students assigned to the ROAR Academy will not chew gum, eat, or drink anything in the ISS room.
12. Students will retrieve their lunch at 10:00 am from the cafeteria and report back to ISS.
13. Students assigned to the ROAR Academy will not be allowed to sleep or lie on their desks.
14. Students assigned to the ROAR Academy **WILL** complete all assigned work.
15. Students absent on the assigned day(s) will be required to serve this time immediately upon returning to school.
16. At the end of the day, students will be dismissed from the ROAR Academy room as a walker, car riders, bus riders, or other school organizations.
17. Students assigned to the ROAR Academy will address the ROAR Academy monitor and all other staff respectfully at all times.

The ROAR Academy monitor(s) will review ROAR expectations at the beginning of each day. *If a student does not follow expectations for the ROAR Academy, the student will be subject to further disciplinary actions.*

Tobacco

Possession, use, transfer, or sale of tobacco products on the school campus or at school-sponsored events is a violation of board policy and Tennessee State Law. Violators are subject to suspension from school and can be cited to juvenile court.

Gang-Related Activities

Anything associated with gang activity – either directly or indirectly – will not be tolerated in Hamilton County Schools. Any clothing item(s), manner of personal appearance (ie: “showing right or left,” displaying “colors”), hand signs, gestures, drawings or notes which are perceived as gang-related are inappropriate and unacceptable on our campus or at any school-sponsored event. Any violation of this policy may result in immediate suspension from school.



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Student Bullying/Harassment/Intimidation

- ALL forms of harassment – verbal/ sexual / written / via phone or computer / physical threats – will be treated seriously and may result in suspension.
- Intentional behavior toward a student or group of students whether directly, through a third party, or through the use of electronic devices or media, places a student or group of students in fear or creates a hostile educational environment.
- Sexual harassment toward any student by any individual associated with the school system or other students will not be tolerated and will be dealt with severely. Sexual harassment is defined as any inappropriate conduct, including but not limited to: sexual advances, gestures, words / phrases of a specific or commonly accepted sexual nature, or inappropriate touching.
- Any alleged harassment should be immediately reported to a teacher, administrator, school resource officer, or guidance counselor.

Student Possession of Electronic Devices / Cell Phones, Smart Watches, and Earbuds

Students may not use cell phones while at school. Phones, Smart Watches, and earbuds must be turned off and put away in their backpacks upon entering the building in the morning. Cell phones, Smart Watches, and earbuds should not be seen or heard and stored during school hours. The consequences for violation of this policy will be as follows:

- 1st Offense: Phone /device confiscated until parent picks up and meets with office personnel.
- 2nd Offense: Phone / device confiscated for 3 calendar days.
- 3rd Offense: Phone / device confiscated for 10 calendar days.
- 4th Offense: Phone / device confiscated for remainder of semester.

Schools are not responsible for any theft or loss of any electronic device whether it is confiscated or in the student's possession.

Fighting

Fighting will not be tolerated at RBMS. Personnel are readily available to help settle arguments. **Fighting and any other form of inappropriate physical contact will result in suspension and possible criminal charges.**

Horseplay

HANDS OFF!! Horseplay often leads to a real fight or an injury. Therefore it will not be tolerated. The excuse of “But we were just playing...” does not diminish the harmful possibilities of horseplay. Students engaging in such potentially dangerous behavior will be subject to suspension.

Cheating

Any student caught cheating in any form will receive academic and disciplinary action. Teachers will have discretion on options to make-up original assignments. Continued incidents of cheating may result in suspension. Plagiarism is considered a form of cheating. “Plagiarism is defined as the taking of ideas, writings, et cetera from another person or a form of technology (internet), and passing them off as one's own.”

Miscellaneous

- *Purses, bookbags, or backpacks along with cellular devices* must be placed in the locker before 1st period and left there during the school day. All bags will remain in lockers for the duration of the school day, with the exception of 6th grade. 6th-grade students will be allowed to take personal belongings to their Related Arts classes at the end of the day.
- **Displays of affection are inappropriate within the school setting, at school events or anywhere on campus.**
- The following items are not allowed during school hours without written permission from a teacher or administrator. Students possessing these items without permission will have them confiscated.
Smart devices, hand-held video games, playing cards, baseball cards & other collectibles, cameras, balloons, stuffed animals, and toys of any kind. The school is not responsible for lost or stolen items.
- *Students must remain in their assigned area at all times.* Any student in the hall during class must be on an active SMARTPASS from the teacher.



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- *Substitute teachers and student teachers* are guests in our building. All school and classroom rules are the same when these teachers are present. Students misbehaving with these educators will be dealt with severely.
- *Respect* must be shown at all times between students and staff members. Disrespect of any kind will not be tolerated and may result in suspension.
- *Disorderly Conduct* or any behavior that is disruptive to the educational environment may result in suspension.
- *Profanity or vulgar language* is inappropriate. The use of such language will be dealt with severely.
- Student refusal to provide their *proper name* when asked by an adult will result in suspension.
- *Throwing anything* is dangerous to others and may result in suspension.
- *Earphones or earbuds* are not to be worn in hallways, cafeteria, or gymnasium. This ensures all students are able to hear important announcements.
- In order to access school computer or internet service, students must sign off on Hamilton County's Acceptable Use Policy.

GENERAL INFORMATION

Finances

The school fees at Red Bank Middle are \$25 per student. This will be collected at the beginning of the school year. This money helps to fund those expenses throughout the year that are not covered by the school system. Such expenses include but are not limited to: locker maintenance, copy paper and copier costs, computer software, team, grade-level, art journal, student planner, and departmental purchases of instructional supplies, lab equipment, manipulatives, etc... Some class / school activities and publications may require an additional charge (ie: field trips, yearbook, etc...).

Accident insurance may be purchased early in the year for the school day or 24-hour coverage. All athletes and cheerleaders are required to purchase this insurance or their parents must sign a waiver showing other coverage.

Cafeteria

All students are eligible to receive free breakfast and lunch at RBMS. Any additional food items may be purchased at the a la carte price. Soft drinks may NOT be purchased during lunch hours. Due to precautionary measures, sharing food is discouraged. During lunch, students must remain at their designated table. Students are responsible for cleaning their own table area. "Breaking in line" is not permitted.

Lockers

Lockers will be assigned by classroom teachers. The cost of locker rental and maintenance is included in the school fee. It is the student's responsibility to see to it that their locker is kept secure at all times. Any problems with lockers should be reported to the Assistant Principal's office in writing immediately.

Sharing lockers is not permitted.

The school reserves the right to refuse students the use of hallway or athletic lockers. SCHOOL LOCKERS, BOOKBAGS, PURSES, ETC... ARE SUBJECT TO SEARCH BY SCHOOL AUTHORITIES.

Library

Students are expected to return all materials – in good condition – on or before the due date.

Medication

If prescription medication must be taken during school hours, the parent or guardian must secure a medication consent form (available in the nurse's office) and have it properly completed. This form requires a physician's and a parent's signature.



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All medications must be kept in the nurse's office in the original prescription bottle. Medication will be dispensed according to the doctor's orders and after students have signed the medication log. An exception to this rule is *prescribed asthma inhalers*. These may be kept with the student at all times, provided that the medication consent form is on file. *No medication will be dispensed without the proper paperwork or against the specific instructions of a physician.*

Over-the-counter medications (ie: aspirin, Tylenol, Benadryl, cough medicine, cough drops, etc...) will not be dispensed to students nor may they be kept by students. Students possessing over-the-counter or prescribed medications on school grounds may be subject to Zero Tolerance violations.

If the school does not have medication forms on file, parents may come to the school to administer medication.

Extracurricular Event

At Red Bank Middle School, we offer numerous extra-curricular activities. These include athletic events, clubs, & after-school dances. These events are open to all students unless otherwise noted. Admission fees may be charged.

Students who are absent from school on the day of an extra-curricular event may NOT attend that activity.

Transportation to and from these events is the responsibility of the parent. **Any student remaining on campus more than 15 minutes past the end of any after-school activity could lose the privilege of attending similar activities for the remainder of the school year.**

Lost and Found

If books, clothing, or other items are found in the building, they should be turned into the lost and found room in the cafeteria. Items will be kept in the Lost and Found for 30 days. If still unclaimed, they will be donated to charity or placed in our own "Dress for Success Closet."

Parent Involvement

We encourage parent involvement at Red Bank Middle School. One way this can be accomplished is through active membership in the Parent / Teacher Association (PTA). The PTA will meet periodically during the school year, and all are urged to attend. We also encourage parents to participate in conferences, volunteer work days, and other volunteer opportunities.

Sports

Red Bank Middle offers a full athletic program. Our sports for girls include: cross country, softball, basketball, soccer, volleyball, track, tennis, and cheerleading. Sports offered for boys include: cross country, football, basketball, soccer, wrestling, track, tennis, and baseball.

Prior to participating in any sport, a student must have a complete physical by a doctor and a signed concussion form dated after April 15 of that year.

Also, a Hamilton County Sports Physical form must be completed and signed by the physician and the parents. These forms may be picked up in the front office or from individual coaches as well as the RBMS website.

In order to be eligible for sports, a student must have been academically promoted to their current grade level. Eligibility is then determined on semester bases. In order for a student to be eligible for the following quarter, he / she may have **no more than one** grade below 70% on their report card. Student-athletes must have a current athletic contract on file to participate.



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Rules Governing Bus Riders

Students may only ride the bus to which they are assigned. In order to ride a different bus, students must have a signed and approved "Bus Transportation Permission Form" completed by 12:00pm and signed by the principal. A form is needed each time a student rides a different bus. These are available in the front office and will only be signed with prior **written** approval from parents and telephone confirmation.

All Hamilton County and Red Bank Middle School rules are also in effect on school buses and at bus stops at all times. Bus transportation is provided by the county and is conditional upon students' good behavior and observance of rules. Drivers are authorized to enforce bus rules in order to best protect the safety of their riders. Pupils referred to the school for violation of bus rules will receive consequences up to and including suspension of bus privileges, termination of bus privileges, and/ or suspension from school.

Use of Telephone / Messages for Students

Students must have a pass from a teacher or administrator. Classroom instruction will NOT be interrupted to call students to the phone. Only emergency messages will be delivered to students in the classrooms.

Parents and students should finalize all after-school arrangements prior to the student's departure in the morning.

To contact the school, you may dial the main extension (423-874-1908). Our administrative assistants will see to it that your child, your child's teacher, or an administrator receives the message in a timely fashion.

Cell phone communication between a student & a parent during the school day is a violation of the HCDE Board Policy for students K-8th Grade.

Chromebooks

Textbooks are furnished without charge. Students are responsible for taking care of the books and keeping them in their own lockers. Books damaged beyond normal wear will result in charges. **Lost books must be paid for before a new book will be issued.** Refunds will be made for books found.

Visitors

We welcome parents and other visitors to our school. However, to protect the educational environment, all visitors must check in at the main office and receive a visitor's pass before going into other parts of the building. *If a parent wishes to visit a class in session, we ask for prior notice of at least 24 hours so we may ensure that critical instruction or testing is not interrupted. Parents will need to complete a Parent Observation Form in the front office prior to visit.*

Notice of Non-Discrimination

The Hamilton County Department of Education affirms that it complies with Title VI of the Civil Rights Act of 1964. No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. Anyone who believes he / she has been discriminated against may file a complaint with:

Hamilton County Department of Education and / or
The Office for Civil Rights
U.S. Department of Education
P.O. Box 2048, 04-3010
Atlanta, GA 30301-2048



RBMS Dress for Success Policy 2023-2024

*While striving to allow opportunity for choice and to ensure safety,
Our priority is that students & staff will dress for success.*

In matters of opinion, the judgment of administration will prevail.

(zero holes/tears/slits in clothing - material must be 100% intact for all clothing at all times)

Students not dressed for success will be required to change; alternative clothing will be offered and/or parents will be contacted to bring appropriate attire to school.

Shirts

- Collared Shirts (full waist length)
- Dress Shirts with sleeves (full waist length)
- T-shirts - model positive messages and neutral logos (full waist length)

Athletics & Performing Arts - game or performance day business attire only

Pants

- Jeans or Khaki style pants
 - pants worn at waist with belt (as needed)
 - underclothing covered at all times
 - ZERO holes, rips or tears

Outerwear

- All coats and jackets
 - removed upon entering the building
 - stowed in locker/backpack before first period for the remainder of the school day
- Sweatshirts - positive messages and neutral logos (full waist length)
 - crewnecks - (full waist length)
 - hoodies - are NOT allowed (security measure)

Headwear

- All headwear
 - removed upon entering the building
 - stowed in locker/backpack before first period for the remainder of the school day

Footwear

- All shoes must be closed toed & designed for school safety (options are: athletic shoes, dress shoes, and boots)

Questions regarding dressing for success policy can be addressed by administration.