



Red Boiling Springs School Handbook 2025 - 2026

415 Hillcrest Drive

Red Boiling Springs, TN 37150

Phone: 615-699-3125 Fax: 615-699-3371

Guidance Office Phone: 615-699-2710

Guidance Office Fax: 615-699-0125

Red Boiling Springs School Website:

<https://www.redboilingspringsschool.com/o/rbss>

Facebook RBSHS:

<https://www.facebook.com/RedBoilingSpringsHS/>

Facebook RBSJH:

<https://www.facebook.com/Red-Boiling-Springs-Junior-High-School-396917597754899/>

Mission Statement

The mission of Red Boiling School is to inspire and empower students to meet high academic standards, lead ethical lives, and demonstrate responsible citizenship.



About the School

Red Boiling Springs School is a grade 6-12 public school located in Red Boiling Springs, Tennessee.

The Vision of Red Boiling Springs School is to provide all children with a safe and inviting environment to ensure their success. We want to instill in each student high expectations, morals, and respect, enabling them to graduate with the knowledge and skills to become productive and responsible citizens.

Principal's Message

Dear Students and Families,

Welcome to another exciting and promising school year at Red Boiling Springs School. I am honored to continue serving as your principal and look forward to a productive and successful year ahead.

Your support and cooperation play a vital role in the success of our students and our school as a whole. I sincerely thank you in advance for your ongoing commitment and involvement. Should you have any questions or concerns at any time, please do not hesitate to contact me directly.

I encourage you to review the information provided in this handbook with your student. Doing so will help ensure a smooth and positive experience throughout the school year. Please pay special attention to the forms located at the back of the handbook—these are important and should be completed and returned to the school promptly.

Thank you once again for your continued support and partnership. Let's work together to make this a great year at RBS!

Sincerely,

Don Jones

Principal

ABOUT US

Our Philosophy

At Red Boiling Springs School, we believe the primary purpose of education is to equip students for success beyond high school. We are committed to providing the knowledge, skills, and experiences necessary to help our students thrive in their post-secondary endeavors, whether in higher education, the workforce, or the community.

About Macon County Schools

Macon County Schools are fully accredited by AdvancED, reflecting our dedication to academic excellence and continuous improvement. The district serves approximately 3,700 students across eight schools, each with its dedicated website maintained by local staff, including principals and teachers.

To view a list of all schools and access their websites, please visit the Macon County Schools homepage.

Title I and Pre-K Programs

Five of our schools operate under a school-wide Title I program:

- Westside Elementary School
- Red Boiling Springs Elementary School
- Fairlane Elementary School
- Lafayette Elementary School
- Central Elementary School

Additionally, three schools offer voluntary Pre-K programs:

- Fairlane Elementary School
- Red Boiling Springs Elementary School
- Westside Elementary School

Teacher Center

The Macon County Teacher Center supports our educators by providing instructional resources and materials.

Hours of Operation:

- Monday–Thursday: 8:00 a.m. – 4:00 p.m.
- Friday: 8:00 a.m. – 3:30 p.m.

Please call ahead to ensure availability. For after-hours access (after 4:00 p.m. on Mondays or Thursdays), contact Emma McKinney at (615) 666-2125 at least one day in advance.

Technology Learning Center

Our Technology Learning Center offers professional development and training for teachers in the use of classroom technology. Initially funded by a Goals 2000 Grant written by Patricia Ferguson, the center continues to be a vital resource for educators.

Hours of Operation:

- Monday–Thursday: 7:00 a.m. – 4:00 p.m.
- Friday: 7:00 a.m. – 3:30 p.m.

Please call ahead to ensure availability. For after-hours access (after 4:00 p.m.), contact Crystal Hesson at (615) 666-2125 at least one day in advance.

Adult Education

Macon County offers GED day classes for adults aged 18 and older. For more details, please visit the Adult Education Program page.

Work-Based Learning Program

Our Work-Based Learning Program provides real-world experience for high school students through opportunities such as:

- Service Learning
- Transition Programs

Career & Technical Education (CTE)

Macon County Schools proudly offer a variety of Career and Technical Education programs for students in grades 9–12. For more information, please contact:

Shawn Carter

Phone: (615) 666-2125

Email: shawn.carter@maconcountyschools.org

Contact Information

Macon County Schools

501 College Street

Lafayette, TN 37083

Phone: (615) 666-2125

Fax: (615) 666-7878 or (615) 666-3280

Discrimination and Harassment Policy

Discrimination/Harassment of Students (Sexual, Racial, Ethnic, Religious) A copy of this policy has been placed in this handbook. The Macon County School System does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs or activities; and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Title IX Coordinator / Section 504 Coordinator

Cindy Gammons, Federal Projects Director

501 College Street, Lafayette, TN 37083

Phone: (615) 666-2125 ext. 125

Email: gammonsc@maconcountyschools.org

Macon County Board of Education Policy Manual

View online: <https://tsba.net/macon-county-board-of-education-policy-manual>

Macon County Schools Contact Information

Address: 501 College Street, Lafayette, TN 37083

Phone: (615) 666-2125

Website: www.maconcountyschools.com

Each school has a dedicated link on the district website. The site offers a wealth of information, including:

- District and school policies
- State assessment results (school, system, and state)
- Safe School Choice Policy
- Parent Involvement Policy
- Teacher certification information
- Educational resource links
- Tennessee State Department of Education updates

Additional Resources

Tennessee Department of Education – Legal Services Division

Division of Special Education

710 James Robertson Parkway

Andrew Johnson Tower, 5th Floor

Nashville, TN 37243-0308

Phone: (615) 741-2851

Fax: (615) 253-5567 or (615) 532-9412

Website: <https://www.tn.gov/education.html>

State Education Hotline: 1-888-212-3162 Unsafe School Choice Policy

Following the **Tennessee State Board of Education**, any public school student who is the **victim of a violent crime**, as defined under **TCA 40-38-111(a)**, or an **attempt** to commit one of these crimes under **TCA 39-12-101**, will be **allowed to transfer** to another grade-appropriate school within the district.

Attendance:

In addition to the information provided in Policy 6.200 regarding student attendance, please note the following:

Parent notes for student absences will no longer be accepted by the Macon County School System.

Doctor notes for student absences will continue to be accepted within five (5) days of the absence.

Under Tennessee Code 49-6-3002, students attending non-school-sanctioned events / extracurricular events such as church trips, 4-H competitions/events, etc., must submit written notice of such events at least 7 days before the absence date(s). Students are limited to a maximum of 10 days out of school, which may be excused.

The morning bell rings at 8:00 am each day. The dismissal bell rings at 3:01 pm each afternoon.

Tardies are defined as being late for class, arriving late to school, or leaving school early in which the arrival/departure does not result in a day absent. 4 unexcused tardies result in a 1-day assignment to B.I.

Behavioral Intervention (B.I.):

Students are assigned to B.I. as a result of discipline issues. When a student is assigned to B.I., the student must follow the rules in B.I., or he/she may be assigned additional days. After 12 days have been served, any additional infractions may result in assignment to the Macon County Alternative Learning Center (MCALC) for no less than five (5) days for willful and persistent violation of school rules. Students may not be allowed to participate in field trips, conferences, or competitions, TCAT or vocational trips, etc. if they are not passing their classes, have accumulated 5 or more unexcused absences per semester, or a total of 10 maximum, have served a total of 12 days of B.I. and/or corporal punishments, or have served 5 or more days at MCALC.

Cafeteria/Lunch:

Students must report to and remain in the cafeteria during their assigned lunch period. Food may be brought from home, "as long as it is in a lunchbox," or purchased in the school cafeteria. Students may not receive food deliveries while class is in session. Food is always to be kept in the cafeteria and not taken into the hallways. Please help keep the cafeteria as clean as possible. Paper and trash should be disposed of in the trash cans.

Students are responsible for paying for any item(s) taken from the cafeteria service area. Please remember that any food on a plate/tray is no longer sellable. Students or parents of students who wish to make deposits into their lunch accounts may do so in the cafeteria or the front office. Per Board Policy, students may accumulate up to five (5) days of charges with the cafeteria. (A la carte items cannot be charged.)

Driver's License Revocation/Driver's Permit Paperwork:

Under Tennessee Code 49-6-3017, any student between fifteen (15) and seventeen (17) years of age who becomes academically deficient or deficient in attendance shall be reported to the Department of Safety for driver's license revocation.

A student who fails to maintain satisfactory academic progress—defined as passing at least three (3) full unit subjects or their equivalent by the end of the semester—is considered academically deficient.

A student who misses ten (10) consecutive or fifteen (15) cumulative days of unexcused absences during a single semester is deficient in attendance.

Students not in compliance with Tennessee's driver's licensure requirements will be notified by the school. Students will have five (5) days to appeal this notice to the principal. After five (5) days, notice will be sent to the Department of Safety.

Once a student has received notice from the Department of Safety that their driver's license has been revoked, he/she may request reinstatement of their driver's license when he/she has made satisfactory academic progress (making a passing grade) in at least three (3) subjects or their equivalency after any grading period. Students desiring reinstatement of their license must request a reinstatement letter from their home school after meeting the above criteria.

Students going to get their Driver's Permit will need to take a Certification of Compulsory School Attendance form with them to the Department of Motor Vehicles when they go to test. To get this form, students should sign up in the Front Office. Certificates are usually printed on Fridays of each week. Certificates cannot be faxed to the DMV.

Leaving School Early/Arriving Late/Bus Notes:

- Any student who arrives at school after 8:00 am must sign in at the Office upon arrival to school. Failure to do so could result in disciplinary consequences. Whether signing in late or signing out early, a tardy will be noted.
- Under no circumstances are students of any age to leave the building or school property without permission from a principal. This includes students enrolled in sports or as TAs.

1. Students will not be allowed to leave school for any reason without communication between the parent and the office. o Notes will only be accepted if there is a phone number where the parent can be reached during the school day and a parent/guardian signature.

2. A student may not be picked up by anyone not listed on the student's emergency card unless prior communication has been made with the Front Office staff.

3. A student must sign out when leaving school for any reason. This includes going to the student parking lot.

- a. Signing out does not give the student permission to leave.
- b. The student must have a note or verbal communication from an administrator to the office before being allowed to sign out.
- Parents are requested to call the school or send a note with a signature and valid daytime phone number listed to be turned in upon the student's arrival at school if a student is to ride a different bus than his/her assigned bus.
- ANY PARENT, GUARDIAN, OR OTHER ADULT WHO IS PICKING UP A STUDENT MUST SHOW PROOF OF IDENTIFICATION BY PRESENTING A PHOTO I.D.

Medication:

Medication consent forms may be obtained from your school nurse. WRITTEN PARENTAL PERMISSION MUST BE OBTAINED FOR ALL MEDICATION THAT IS TO BE TAKEN AT SCHOOL. Medications should be limited to those required during school hours. A student must be able to self-administer his/her medication; if not, the school nurse will need to administer it. State law prohibits school personnel from directly administering medications (except in special circumstances); however, they may assist a student with self-administration.

1. All medication must be transported to and from school by a parent/guardian or responsible adult. No medication will be given to a child to be transported home. Parents will be notified to pick up any unused medication.

2. Students are not to carry any medication to school that is not in a properly marked medicine bottle. 3. If a student needs to bring a prescription medicine or any other type of medicine, including Tylenol or aspirin, to school, it must be turned in at the Main Office. Proper forms must be filled out to take the medication

4. Inhalers may be carried around throughout the day if proper paperwork has been filled out in the office.

5. All over-the-counter and prescription medications must be in the original container with the correct label of instructions. (All pharmacies will give you an extra container for school if requested.) DO NOT carry several types of medication around in the same bottle.

Obligations:

Textbooks and lab equipment are provided to students at no cost; however, students are responsible for such items and will be charged for loss of, theft of, or damage to their textbooks and locks. If a student fails to clear any such obligation by the end of the semester, his/her report card will be held, and he/she may not be issued textbooks for the new semester. Report cards of students owing library fees will also be held. **GRADUATING SENIORS WHO OWE FEES/FINES MAY NOT BE ALLOWED TO WALK DURING THE GRADUATION CEREMONY UNLESS FEES/FINES HAVE BEEN CLEARED.**

Parking:

Any student driving to school must display a school-issued parking tag at all times while on campus. Students must comply with all standard driving regulations and the following:

1. Students must register their vehicles by supplying a completed parking application, a valid driver's license, and current proof of insurance.
2. Loitering in parked cars is not permitted. Students should enter the building immediately after they arrive on campus. When students are dismissed from school, they should leave campus immediately.
3. Smoking in the parking lot is not permitted.
4. Students may park only in the areas designated as student parking. Failure to do so may result in forfeiture of parking privileges and/or assignment to BI.
5. Cars parked in violation of these rules and guidelines may be towed at the owner's expense.
6. Vehicles should be locked and are not to be moved during school hours unless approved by a principal.
7. Students are not to go to their vehicles during the school day unless approved by a principal.
8. ALL VEHICLES ARE SUBJECT TO SEARCH AS PROVIDED BY T.C.A. 49-6-4206. Student vehicles are not permitted in the bus lane behind the school between the hours of 7:00 a.m. and 3:30 p.m.

The principal shall make provisions for controlling the use of the parking areas on school property. Any student who does not adhere to the campus parking policies may be denied on-campus parking privileges.

School-wide Information:

- Parents have the right to request that their child's name, address, and telephone number not be released to a military recruiter without prior written consent.
- You may acquire information about the school system, Red Boiling Springs School, and also have links to various other types of information, such as school policies, state assessment results for the school, system, and state; safe school choice policy; parent involvement policy; and teacher certification information through the official district and school websites.
- Your child has the right to transfer to another school in the district if he/she has been a victim of a violent crime at school.
- Students wishing to transfer to another school in the county that is out of zone must complete the Out of Zone Request form at the Board of Education during the published Open Enrollment Period for Out of Zone requests.
- For questions concerning the local system's homeless policy, please contact the building Principal or Federal Programs Director at the local Board of Education.
- The Macon County School System enforces a state-mandated "No Bullying" policy. A copy of Policy 6.304 may be found in the District's online policies.
- Anyone needing information on Child Advocacy Groups may find that information at www.TNvoices.org.
- TO PARTICIPATE IN GRADUATION CEREMONIES, I.E., "WALK ACROSS THE STAGE," A STUDENT MUST MEET ALL POLICY REQUIREMENTS FOR GRADUATION AND MUST BE FREE OF FINANCIAL OBLIGATIONS TO THE SCHOOL. Skyward – Student Information System. Student attendance, discipline, and grades were available online to parents last year. Other information may also be available on Skyward. If you do not have a Skyward parent account, please contact the EIS Secretary in the RBSS Front Office or the Technology Director

at the Macon County Board of Education. Student Concerns, Complaints, and Grievances: Explanations and procedures are described within Board Policy 6.305 on the online Macon County Board of Education Policy Manual.

Visitors:

- ALL VISITORS must report to the Main Office and get a visitor's pass immediately upon entering the school building

Parent Involvement Plan

Red Boiling Springs School and the Macon County School District are committed to fostering strong partnerships with families to support student success. To achieve this, we will:

- Conduct annual meetings with the Family Engagement Advisory Committee, composed of district parents, to review and update the Parent Involvement Policy and District Plan.
- Utilize parent and community feedback through surveys and comments to enhance our policies and engagement strategies.
- Support schools in planning and implementing meaningful parent involvement activities.
- Maintain up-to-date information on the district and school websites, providing parents access to important educational resources.
- Implement programs, activities, and training that promote parent participation, including collaboration with Pre-K and Head Start programs.
- Host an Annual Open House at each school at the beginning of the school year, providing parents with an opportunity to meet staff and tour the school.
- Offer Parent-Teacher Conferences twice yearly with flexible scheduling to maximize attendance.
- Promote family engagement through varied activities, including academic support programs, cultural events, and parent training sessions.
- Ensure parents are informed about key policies, access to student records, and upcoming district and school events.
- Provide professional development opportunities for teachers to engage families through home visits, adhering to district guidelines.

Zero Tolerance Policy

To maintain a safe and secure learning environment, the following offenses will result in strict disciplinary action:

Weapons and Dangerous Instruments

- Possession, use, or transmission of weapons on school property, buses, or at school events is prohibited. Violations will result in suspension or expulsion.
- Firearm possession will result in a mandatory expulsion of no less than one calendar year, subject to case-by-case review by the Director of Schools.

Controlled Substances

- Unauthorized possession of drugs or controlled substances will result in expulsion for a minimum of one calendar year, with possible modifications as determined by the Director of Schools.

Notification Procedures

- Parents/guardians and relevant law enforcement or juvenile authorities will be promptly notified of any violations.

Code of Conduct: Public Displays of Affection

- Physical displays of affection between students, such as hugging or kissing, are prohibited on school premises.
- Violations will result in escalating disciplinary actions:
 1. Counseling session
 2. Parent Notification and Behavior Intervention (2 days)
 3. Suspension pending a parent conference

Safe School Choice Policy

Red Boiling Springs School prioritizes student safety. If a student becomes a victim of violent crime at school, parents have the right to request a transfer to another appropriate school within the district. Full details are available on the Macon County School System website or upon request.

Dress Code Policy

Truancy Policy

Per Tennessee Code Annotated 49-6-3007, students with five or more unexcused absences may be considered habitually truant. The district follows a tiered approach to address truancy:

- **Tier 1:** Upon 5 unexcused absences, parents and students meet with the attendance committee to create an attendance contract.
- **Tier 2:** Continued absences lead to referral to the Truancy Board for assessment and intervention planning.

- **Tier 3:** Failure to improve attendance after Tier 2 interventions may result in mandatory tutoring and possible court action for truancy.

Macon County School Health Services

Director – Casey Brawner, RN

Dear parents/guardians,

School Health Services would like to remind parents of Macon County School children, and also inform our new families of the county-wide school guidelines used for assessing sick children. It is our goal to keep the school environment as healthy as possible for all children.

A child will be sent home if he or she has:

- 1) a temperature of 100 degrees or higher
- 2) a rash/skin eruption, with or without drainage, of unknown origin
- 3) active vomiting or diarrhea
- 4) suspected contagious illness
- 5) a serious injury or appears obviously ill
- 6) head lice or nits
- 7) flea(s) or bedbug(s)

Please be aware that we encourage students to stay in class when possible. The nurses do not routinely notify parents of minor illness or injury.

Guidelines for parents to follow to avoid exposing other children to possibly contagious illness and to help prevent excessive clinic visits in school are as follows:

- 1) Children with a temperature above 100 degrees must be fever-free for 24 hours before returning to school. Please do not give your child a dose of fever medication and then send them to school.
- 2) Injuries that happen at home or over the weekend should be taken care of prior to returning to school.
- 3) A.) If a child vomits or has diarrhea during the night or in the morning before school, the child should be kept at home for 24 hours from the last episode.
B.) If a child vomits or has diarrhea while at school, they must be picked up from school and cannot return until 24 hours after the last episode.
- 4) If a parent or guardian is called by the school nurse, please pick up your child in a timely manner. The nurse will only call home if she feels the child really needs to leave school.
- 5) Encourage your child to eat a nutritious breakfast and lunch, as this prevents many stomachaches, headaches, poor concentration, and fatigue.
- 6) Encourage your child to get adequate rest.
- 7) Teach your child to wash their hands frequently-before and after meals, after using the bathroom, etc.
- 8) Children sent home due to head lice/nits must be checked by the nurse before returning to class. They must be brought back to school by a parent/guardian and **are not** to ride the bus until rechecked.

Parents will be notified if a child is seen frequently in the clinic with minor complaints of illness or injury that tend to be chronic and contribute to a lot of missed class time.

Please update your emergency card throughout the school year!

Often, parents will have changes in work numbers, cell phone numbers, emergency contacts, etc. Valuable time is frequently spent by school nurses or office staff trying to locate a parent for a sick child.

We encourage that all medication be given at home, but for those children requiring medications in school, a Medication Consent Form must be completed.

Over-the-counter medicines may be given with parental permission only for up to five days. Ongoing medications require a physician's order. Please make sure that the form is filled out completely. Medication that is to be given twice a day should be given before and after school. Medication that is to be given three times a day should generally be given before school, after school and at bedtime.

PER TN STATE GUIDELINES, WE DO NOT ADMINISTER DAILY ADHD MEDICATION AT SCHOOL, THIS MUST BE GIVEN BY THE PARENT OR GUARDIAN BEFORE SCHOOL.

If your child complains of being sick in the morning, but does not have any symptoms, use your best judgment regarding sending them to school. Please do not tell your child that you will come to get them if they do not feel better, or tell them to see the nurse as soon as they get to school.

Do tell them to go to class and try to make it today. If they are feeling sick, their teacher will send them to see the nurse.

Thank you for your understanding and cooperation. If you have any questions, you may call the school where your child attends.

Red Boiling Springs School Nurse

Red Boiling Springs School

Kathy Birdwell, LPN



**Red Boiling
Springs
Alma Mater**



*On Red Boiling's Eastern border,
Reared against the sky,
Proudly stands our Alma Mater
As the years go by.*

*Forward ever be our
watchword,
Conquer and prevail,*

*Hail to thee, our Alma Mater,
Red Boiling High, all hail!*