

Tyner Academy



Student Handbook

2024-2025

School Hours: 9:00-4:00

Principal: Mr. Rashaad Williams
Assistant Principal: Mrs. Rachel Turner
Assistant Principal: Mr. Ronald Davis

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Chattanooga, TN 37421
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Graduation Requirements:

Students must successfully complete the basic district and state requirements to graduate from the Hamilton County School District. Mechatronics Academy classes are geared to fulfill some of these requirements:

English	4 credits (English I, II, III, & IV)
Math	4 credits (Algebra I, Geometry, Algebra II, & one advanced math. One math course must be taken each year)
Science	3 credits (Physical World Concepts or Environmental Science, Biology, and Chemistry or Physics)
Fine Art	1 credit
Foreign Language	2 credits
Social Studies	3 credits (World History, US History, Economics-.5 and Government-.5)
Wellness	1 credit
P.E.	.5 credit
Personal Finance	.5 credit
Major Elective Focus	3 credits
Computer Science	1 credit (*Required for students entering high school in 2024-2025)
Total	22 Credits (23 credits for students entering high school in 2024-2025)

*All graduates must pass the Civics Exam

*All graduates must take either the ACT or SAT

Additional Graduation Information

- JROTC credit as substitution for required courses as listed in [*TDOE Course Catalog*](#):
 - Successful completion of 2 years of JROTC substitutes for one credit of Lifetime Wellness and 1/2 credit of Physical Education.
 - Successful completion of 3 years of JROTC substitutes for 1/2 credit of Personal Finance and 1/2 credit of U.S. Government.

- The physical education requirement may be met by substituting an equivalent time (65 hours) of physical activity in other areas including but not limited to marching band, cheerleading, interscholastic athletics and school sponsored intramural athletics. HCDE board approved addition: dance.
- In exceptional circumstances, foreign language may be waived for students not going to a university to expand and enhance the elective focus. In exceptional circumstances, Fine Arts may be waived for students not going to a university to expand and enhance the elective focus.
- In exceptional circumstances, students may be eligible for waiver of the focused elective requirement.
- When students transfer from out of state during their senior year, they are exempt from the ACT/SAT requirement, though participation is supported and encouraged. View policy [here](#), section I. 4. (b)
- Major Elective Focus: 3 credits
 1. Math and Science in addition to the core requirements
 2. Career and Technical Education: State required program of study. The three courses must be in the same cluster.
 3. Fine Arts
 4. Humanities
 5. AP or IB: Any 3 courses or combination of courses above the core requirements
 6. Intervention Academic Elective (IEP students)
 7. Transition Elective Focus (IEP students)
- Students with qualifying disabilities as documented in the IEP must achieve at least Algebra 1 and Geometry. Students must take a math course every year and earn a total of four credits in math. Follow the TN Correlations of Course & Endorsement Codes for specific course numbers and all requirements.
- Students with qualifying disabilities as documented in the IEP must achieve Biology 1 and two other lab science credits.

1. Early Graduation – 7 semesters

Students who meet all requirements for graduation from a Hamilton County high school may graduate early with the following provision:

- Students who choose to graduate early must declare their intent to do so no later than the beginning of the term in which they plan to graduate.
- Once graduated, students may no longer participate in high school athletics or any other extra-curricular program.
- Participation in Senior activities is at the discretion of the Principal.

2. Early Graduation – 6 semesters or less

- Students who meet all requirements for graduation from a Hamilton County high school
- May graduate early with the following provision:
- Students who choose to graduate early must declare their intent to do so no later than the beginning of the term in which they plan to graduate.
- Students must complete the Capstone Experience/ Senior Project requirement.
- Once graduated, students may no longer participate in high school athletics or any other extra-curricular program.
- Students are not eligible to be named Valedictorian or Salutatorian. Additionally, early graduates are not eligible for a Senior award.
- Students may participate in the current year graduation ceremony but not with cohort

Grade Scales & Weighted Grades

The Hamilton County Department of Education follows the Tennessee State Board of Education’s *Uniform Grading System* which consists of the following:

Uniform Grading System – Weighted for Advanced Coursework				
Grade	% Range	Honors Courses	Statewide Dual Credit Courses, Capstone Industry Certification-Aligned courses & Dual Enrollment Courses	Advanced Placement and International Baccalaureate
A	90-100	Addition of 3 percentage points to the grades used to calculate the semester average	Addition of 4 percentage points to the grades used to calculate the semester average	Addition of 5 percentage points to the grades used to calculate the semester average
B	80-89			
C	70-79			
D	60-69			
F	0-59			

* 100 is the highest grade that may be recorded for any graded component except for courses with weighted grades.

** Incomplete must be removed during the next grading period.

Grade Point Average

Hamilton County high schools may utilize two methods in calculating Grade Point Averages (GPA) for students.

The first method is a 4.0 scale. The 4.0 scale is defined in the Tennessee Uniform Grading System. This grading scale is used to calculate and determine a student's eligibility for the Tennessee Hope Lottery Scholarship. This state-recognized GPA will appear on the high school transcript for all Hamilton County graduates (TCA 49-6-407).

A second method for determining cumulative GPA may be calculated using weighted quality points. AP, IB and Dual Enrollment courses will receive an additional weight of 1.0. Honors will receive an additional 0.5. The weighted GPA may be requested by certain colleges and universities for admission requirements and scholarships. Assigning additional quality points above 4.0 for these courses is not allowed for the purpose of determining eligibility for the Tennessee lottery scholarships (SBE Rule 0520-01-03-.05).

Grading Calculations & Components

Grading Calculations

Grade Calculations for High School Courses without State End-of-Course Tests:

For semesters 1 and 2 each semester grade counts 42.5% and the final exam counts 15%.

Grade Calculations for High School Courses with State End-of-Course Tests:

For semester 1 and 2 each semester grade counts 42.5% and the EOC counts 15%.

Grade calculations for High School Courses that are half credit, or one semester long:

For quarters 1 and 2, each quarter grade counts 52.5% and the final exam counts 15%.

Components of the Quarter Grade

The grading formula for each nine-week's grade is as follows:

a. Instructional Tasks-----50% Teaching Assessment Tasks. These may include instructional tasks such as daily work, quizzes, teaching tasks, and problem/project based learning activities. Homework assignments should count no more than 10%.

b. Assessment Tasks----- 50% Performance and/or Assessment Tasks. Assessments may include summative unit tests, essays, performance assessments, constructed response tasks and problem/project based learning activities.

Grade Not to exceed 100

A grade of 100 is the highest recordable grade for a course, with the exception of weighted courses. Grades for weighted courses may exceed 100 upon the addition of added points.

Valedictorian and Salutatorian

- **Valedictorian** - must have the highest numerical average, rounded to the nearest hundredth. The valedictorian's course selection for their four years of high school must include core courses from the highest level offered in English, mathematics, social studies, and science at each high school. The valedictorian must be enrolled in the school from which he/she graduates at the beginning of the junior year. *When extenuating circumstances require additional evaluation and input, administration may consult with their Learning Community Superintendent. When deemed best practice, the Learning Community Superintendent may request a district committee evaluation.*
- **Salutatorian** - must have the second highest numerical average, rounded to the nearest hundredth. The salutatorian's course selection for their four years of high school must include core courses from the highest level offered in English, mathematics, social studies, and science at each high school. The salutatorian must be enrolled in the school from which he/she graduates at the beginning of the junior year.
- Students can be enrolled at any time to be eligible for Class Rank, senior awards and recognitions and anything else other than Valedictorian and Salutatorian.
- All High Schools need to outline when Valedictorian and Salutatorian will be determined. This should be added to student handbooks for students and families.

Class Rankings

Numerical averages will be used to rank students in grades 9-12 and, when applicable, in other grades. Numerical grades from all credit-bearing courses will be included in determining a student's grade point average and rank. To be eligible for ranking among the top high school seniors, students must be enrolled as a full-time student in a Hamilton County high school.

Credit Recovery

Credit Recovery is defined as a course-specific, standards-based extended learning opportunity for students who have previously been unsuccessful in mastering the standards required to receive course credit or earn promotion.

Rules, regulations, or procedures for admission to and removal from Credit Recovery programs may include but not be limited to attendance, discipline, availability of coursework, availability of space, appropriate progress, and grades. At a minimum, they must:

- A. Require students to complete an application process.
- B. Require parent or guardian consent for students to apply for Credit Recovery. Parents/Guardians should be informed that not all post-secondary institutions will accept credit recovery courses for credit and that the NCAA Clearinghouse will not accept credit recovery credit for courses.

- C. The student has previously taken an initial, non-credit recovery section of the proposed course and received a grade of at least fifty percent (50%). Students who receive a grade below 50% in the non-credit recovery section of the course must retake the course.
- D. If a student is seeking to recover credit for the first semester of a two-semester course, the student may not receive the full credit for the course until they have enrolled in and passed the second semester of the course and taken the end of course (EOC) examination.

Students who pass credit recovery will receive a grade of 60 and no higher.

Students may repeat courses to improve their grade point average if this is not for valedictorian determination. For determining valedictorian, only ninth grade students may repeat a course to improve their grade point average. The highest grade earned in a course, which has been repeated, will be used in determining a student's grade point average and class rank for all other purposes other than determining valedictorian. There is no time limit on repeating courses for the single purpose of improving a GPA.

When a student fails a course that is limited to one credit by the TDOE, the original grade must be removed from the GPA and the "F" should be changed to "NC" on the transcript when the credit is earned by either retaking the same course or by taking a course of different rigor level for the same course requirement.

Example: A student takes Honors English I in 9th grade and fails the course. The student then takes English I, whether in a live class the following year or by online credit accrual course and passes with an 88. The original H Eng I title, and numeric grade stay on the transcript, however the "F" is changed in historical grades to "NC" and the original 0 calculated into the GPA should be excluded. This ensures accurate reflection of courses taken as well as credits earned and accurate GPA.

This method should be applied to all levels of rigor, including Dual Enrollment courses, as adjustments to a high school transcript have no impact on the student's college transcript. The original college course will still be reflected on the college transcript.

Of note: all courses that a student takes as a Dual Enrollment course should be reflected on the high school transcript. Even if the course is one that the student enrolls for and takes of their own volition, when an official transcript or direct communication and documentation from the accredited post-secondary institution is obtained, the student should receive credit on their high school transcript.

Advanced Placement

Tyner offers various College Board Advanced Placement courses. To enroll in an advanced placement course, students must meet the prerequisite requirements. AP courses may be coupled together for scheduling purposes, in such instances, students will be required to enroll and complete both courses. Students must take the AP exam at the end of each course. The AP course exam will be calculated into the student's grade; consequently, the student's final grade and GPA will not be distributed until AP scores are returned and entered in PowerSchool.

Dual Enrollment

Tyner offers a robust dual enrollment program through partnerships with multiple colleges and universities. Students must meet the prerequisite requirements to be scheduled in dual enrollment. Additionally, when enrolling in English dual enrollment composition courses, students must enroll in and complete both English Composition I and II to receive full credit and grade point advantages, academic credit, and EPSO credential.

Honor Code

Tyner Academy Honor Code

At Tyner Academy, we are dedicated to creating a community of trust, respect, and responsibility.

As members of this community, we pledge to uphold the highest standards of academic and personal conduct by embracing the following values:

Respect: I will treat my peers, teachers, and school property with respect, valuing the diverse perspectives and experiences of others.

Responsibility: I will take responsibility for my actions and their consequences, striving to be a positive role model and contributing to a supportive school environment.

Attentiveness: I will be attentive in class, actively participating and giving my best effort to ensure a productive learning experience for myself and others.

Accountability: I will hold myself and my peers accountable to this Honor Code. If I witness any violations, I will report them to a teacher or administrator.

Making Smart Choices: I will make smart choices in my academic and personal life, always considering the impact of my actions on myself and the school community.

Staying on Task: I will stay on task, focusing on my studies and completing my assignments with diligence and honesty.

Academic Honesty Statement

I will not engage in plagiarism or any form of academic dishonesty. I will present my own work and give proper credit to others' ideas.

By adhering to this Honor Code, we contribute to a school culture that values learning, trust, and mutual respect. Let us commit to these principles and support each other in our academic and personal growth.

Failure to adhere to this code will result in a failing grade for the assignment and other consequences as assigned by the administration.

Date: _____

Student Name: _____ Student

Signature: _____

Parent Name: _____ Parent

Signature: _____

Report Cards

Grade reports are provided for parents/guardians and students each nine weeks. Grade reports shall indicate the student's conduct, attendance, academic progress and any other information necessary to communicate effectively with parents/guardians. (TCA 49-6-902) "Any parent who does not have custody of a child or in the case of parents having joint custody of a child, the parent not residing with the child may request in writing that a copy of the child's report card, notice of attendance, names of teachers, class schedules, standardized test scores, and any other record shall be furnished directly."

End of Course Examinations

End of Course examinations will be administered in the following subjects: English I, English II, Algebra I, Geometry, Algebra II, U.S History, and Biology I. State Dual Credit, Local Dual Credit, and Advanced Placement exams will be given at the end of the semester or year. Students enrolled in a course with an associated End of Course examination must take the examination to receive credit for the course.

11th Grade ACT or SAT

As a strategy for assessing student readiness for postsecondary education, every student enrolled in a Tennessee public school during their eleventh (11th) grade year shall take either the ACT or SAT. This is a graduation requirement for all students to receive a diploma.

Civics Exam

All high school students shall be given a United States civics test. The test will be prepared by the district. Questions will be selected from the 100 questions that are set forth with the civics test administered by the United States citizenship and immigration services to persons seeking to become naturalized citizens. A student shall pass the test if the student correctly answers at least 70% of the questions. The student may take the test as many times as necessary. A student who has an IEP under which the civics test is determined to be an inappropriate requirement for the student shall not be required to take the civics test. A school whose seniors receive a regular

diploma, and make a passing grade, shall be recognized on the TDOE website as a United States all-star school that school year.

Athletic Grade Policy

Student athletes shall have and maintain a C average or higher in all enrolled courses to participate in athletic practices and events. Administration will pull grade reports and conference with students regularly. It is the student athlete's responsibility to keep track of his or her grades and seek proper assistance throughout the season of play and otherwise.

Attendance Policy

Students are expected to be in school and **ON TIME** for each class. A student not in school for at least half the day (12:30 p.m.) will be counted absent for the day, and they may not participate in extracurricular/athletic activities that day. Students with 10+ unexcused absences shall not be permitted to attend prom. All excuses should be submitted to our school attendance clerk.

Regular attendance is essential for academic achievement. Recognizing that, the following procedures govern attendance in each high school as required by state law:

When a student is absent five (5) days without adequate excuse, the guardian shall receive an attendance letter from the school.

When a student has been absent ten (10) days without adequate excuse, the guardian shall be contacted to schedule a conference to determine the appropriate services needed to improve the student attendance. The school shall document all communication attempts and refine the attendance plan.

Excessive absences are governed by Tennessee State law, which requires that school officials report to the court and parent, guardian, or other person in a parental relationship with a child who continues to be unlawfully absent from school. After five days' absence without adequate excuse, a student is referred to the social worker or truancy officer. The social worker or truancy officer will notify the parents by written notice that their child must attend school regularly. If after three days, the child continues to miss school or there is no response from the parents, a legal notice will be delivered. The legal notice will notify the parents that a petition is being filed in court charging a child with truancy or neglect against the parents. If the student continues to miss school after court consent, the petition will be sent directly to the Juvenile Court Judge. TCA 49-6-3007

- Absences are recorded daily by period.
- Written excuses stating the reason for absences must be signed and dated by the parent or guardian and filed with the school the first day the student returns.

Absences may be excused for the following reasons:

1. Personal illness – Students are excused who are sick and whose attendance would be detrimental to their health and the health of other students. A physician’s statement may be required.
2. Death in Immediate Family – Students may be excused for three days in the event of a death in their immediate families including mother, father, step-parent, brother, sister, or grandparent. Extenuating circumstances may require a longer period of excused absence.
3. Family Illness: Students with an illness in the family requiring temporary help will be excused from attendance after receipt of a physician’s statement about the student’s assistance.
4. Religious Holiday: Students shall be excused on special or recognized religious holidays regularly observed by that faith. Prior approval is required should these days occur while school is in session.
5. Personal – Students who are absent for a good cause (such as a doctor or dental appointment which cannot be scheduled at times other than school hours, court appearances, etc.) may be excused upon proof of appointment. Prior approval by parent or guardian and the principal or his designee is required.
6. Approved School Sponsored Activities – Students shall be marked present when participating in a school-sponsored activity away from the school building.
7. Refer to page 9 of *The Student Code of Conduct*.

Makeup Work Policy

Students with an excused or unexcused absence shall have an opportunity to make up missed assignments from class. Students with excused absences will receive full credit if their makeup work is turned in within five days of the absence; students with unexcused absences may receive up to 20% of the grade reduced. Teachers may provide additional makeup time if extenuating circumstances warrant it. It is the student’s responsibility to seek missed assignments from the teacher via email upon immediate return to school. Accessing the missed via the CANVAS course can negate the need for email communication with the teacher. The five-day extended period begins on the first day of return from absence and does not include weekends. Students have five school days to complete and submit make up work. Extra credit can be given in place of missed assignment. A teacher may award extra credit to boost a student’s grade. The student has submitted all required regular assignments.

Grade Boost/Repair

Early Dismissal

Students must always receive office approval before leaving, regardless of the reason. Valid reasons for an excused checkout from school:

- Illness of the students

- Illness in the home
- Death in family
- Appointment with health care professional
- Court order

The administrative staff must approve other non-listed reasons for dismissal. The logbook must be signed if dismissal is approved. The individual who dismisses the student must be on the approved pick up list for that student. The school secretary may ask to see your license to verify that permission has been granted for you to check out a student.

Students will remain in class until called by the office (upon parent arrival) in order to minimize lost class time. **There will be no dismissals after 3:30. No students will be dismissed by way of phone calls.**

Parent permission/ verification may be required of students who are 18 before an early dismissal is granted.

Tardies

Late arrival at school disrupts class and causes loss of instructional time. Students who arrive at school after the beginning of the student school day shall be marked tardy, as shall students who arrive late to individual classes during the school day. Habitual tardiness will result in administrative consequences, including but not limited to loss of driving privileges.

All students who arrives after 9:00 will be counted tardy by the classroom teacher and must check in at the attendance office for a pass to class.

Behavior and Shared Values

Tyner Academy adheres to the [Hamilton County Code of Acceptable Behavior](#). Parents are to read and accept to the terms of this agreement during the registration process. Students are expected demonstrate the school's shared values of being: **R**espectful and **R**esponsible, **A**ttentive and **A**ccountable, **M**aking Smart Choices, and **S**taying on Task and **S**afe. Students are awarded Ram Rewards when these shared values are demonstrated. Students may use Ram Rewards to purchase goods and products from the school store and admission to special events.

Athletics

Tyner Academy is a member of the Tennessee Secondary Schools Athletic Association. (TSSAA). Students must earn six credits the preceding school year, receiving credit in three out of four classes in the preceding term to participate in any TSSAA sport. Other restrictions may apply. Student athletes will follow the code of conduct f which will be given to them by the coaches for their sport(s). School behavioral issues can affect participation in school athletics.

A low conduct grade may determine eligibility for athletic involvement. Students must be good role models to represent Tyner Academy in all facets of the school environment and greater community. Student athletes must follow all rules set forth by the school and the TSSAA.

Field Trips

Field trips will occur throughout the school year. Field trips may be aligned to the instructional curriculum or incentive in nature. Students may be assessed a fee to attend a field trip. In addition to the required parent permission form being submitted, a student must have the approval of every teacher to attend the trip. The teacher permission form will be distributed at the same time as the parental consent form. Both forms must be returned by the required date. In the instance, one teacher denies permission, the student will not be able to attend. Behavior and a student being current with assignments are factors that may prevent a teacher from granting permission.

Bullying Policy

Bullying will not be tolerated on or off school property, school function or school bus/ transportation. Harassment or bullying is conduct that disrupts both a student's ability to learn and a school's ability to educate in a safe and disciplined environment.

Bullying is defined as deliberate harassment, intimidation, and/or violence against a student perpetrated by another student or group of students. Bullying is any written or **electronic communication (cyber-bullying)***, physical act, taunts (name-calling or ethnic, racial, or gender based verbal abuse), threats, intimidation, or extortion. Bullying is also defined as conduct which creates a hostile or offensive learning environment.

A student who commits an offense determined as bullying under this definition above shall be disciplined appropriately, including but not limited to suspension from school. Students who are intimidated or harassed by another student or students who become aware of a bullying situation should report these incidents immediately to a teacher, counselor, or administrator. The privacy and anonymity of all parties and witnesses will be respected.

All reported complaints will be investigated and handled appropriately by a teacher, counselor, or administrator.

Cyber-bullying is bullying that takes place while using electronic technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets, as well as communication tools including social media sites, text messages, chat and websites. This includes text messages or emails, rumors sent by email or posted on social network sites, and embarrassing pictures, videos, websites, or fake profiles. If cyber bullying affects the normal

school day, per HCDE policy, administration can address and punish accordingly **even if the communication or interaction took place off campus and after-school hours.**

Electronic Device Policy

Cell Phone/Device Violations

Cell Phone Violations	1 st offense	2 nd offense	3 rd offense	4 th offense	Additional Offenses
Visible/In-Use	Confiscated/Parent Pick-up/ 3 days if not picked up	Confiscated 5 days	Confiscated 10 days	Confiscated 20 days	Confiscated 45 days
Unlawful Usage	10 days	20 days	45 days	60 days	Confiscated 90 days

Visible/In-use Examples: Device visible in instructional areas such as classrooms, device usage in bathrooms, using device to texts, talk, messages, using social media

Unlawful Usage Examples: Sending/Receiving inappropriate messages/pictures, recording physical/verbal altercations, etc.

Students bringing cellular phones, electronic devices to school or earbuds/headphones, do so at their own risk. Neither the Hamilton County Department of Education, nor Tyner Academy will assume any liability for any lost, stolen or damaged cell phones or electronic devices in school, nor any school related activity.

Students are restricted at all instructional times within the building and on campus from using their cell phone or electronic device during the school day. **Students may use their phones before school and during lunch only.** Every classroom has a cell phone storage container, and all students are required to place their phone in this locked container for the duration of class. Students who violate this policy will be required to surrender their device and a parent will be contacted. If a student refuses or is uncooperative in surrendering the phone or associated accessories, additional consequences will be assigned.

Students are not allowed to wear earbuds or headphones in classrooms or hallways. Any student who is seen wearing earbuds or headphones will be required to surrender them.

Notice to parents: Please do not contact or communicate with students during instructional time via cell phones. All emergency contact with the student must go through the main office. In Students may be given permission to use the office assigned student phone in the main office to contact a parent/guardian.

Homecoming Court/Mr. & Mrs. Tyner Requirements

Requirements for running:

Homecoming Court

- Cumulative GPA of 2.5 for Sophomores-Seniors
- Freshman may not be failing any classes
- No more than 3 unexcused absences
- No MAJOR behavior infractions from current school year

Mr. & Miss Tyner Court Application

Mr./Miss Tyner General Non-Negotiables

- Candidates must be in good academic standing
- Candidates must have a good disciplinary record
- Candidates must have good attendance
- Candidates must have attended Tyner Academy for all (4) years
- Candidates must have a minimum 3.5 GPA
- Candidates must adhere to campaign rules and regulations
- Candidates must pay for their own required attire

Grade Specific Requirements:

12th Grade

3.5+ GPA

Fewer than 10 unexcused absences

4 years at Tyner

No referrals 23-24

2 letters of teacher recommendation; 1 letter of administration recommendation

11th Grade

3.5+ GPA

Fewer than 10 unexcused absences

3 years at Tyner

No referrals 23-24

2 letters of teacher recommendation; 1 letter of administration recommendation

10th Grade

3.5+ GPA

Fewer than 10 unexcused absences

2 years at Tyner

No referrals 23-24

2 letters of teacher recommendation; 1 letter of administration recommendation

9th Grade

3.5+ GPA

Fewer than 10 unexcused absences

Full year at Tyner

No referrals 23-24

2 letters of teacher recommendation; 1 letter of administration recommendation

Teacher Recommendation: Two teacher recommendations will be required. The required forms will be provided and next steps for submission will be given closer to the time period of this selection. Recommendations should not be attached to student applications.

Administrator Recommendation: One administrator recommendation will be required. This required recommendation form will be provided and next steps for submission will be given closer the time period of this selection. Recommendations should not be attached to student applications.

**Applications without all complete recommendations will not be considered. **

Inclement Weather

The director of schools may close schools, delay starting times of schools or dismiss schools early in the event of hazardous weather or any other emergency that presents a threat to the safety of students, staff members or school property. If school is not in session or is dismissed early due to snow or inclement weather, all scheduled activities in which students are involved will be postponed or canceled. Students may be required to attend school virtually during inclement weather days. This expectation will be announced during each weather-related event that requires cancellation of regular school.

Communication

Tyner Academy uses the ConnectED system to notify parents or guardians of emergencies, general announcements, and student absences. **It is vital we have current information, such as current phone numbers on file.** Parents should notify the school and update all necessary contact information immediately upon a change.

Medication

All prescribed and over the counter medication must be given to the school nurse to administer. Students are not to have any medications on their person during the school day with the exception of prescribed inhalers. Information and documents pertaining to the use of medication on campus may be found [here](#).

Magnet School Status

Parents of magnet students are required to complete 18 volunteer hours with 1/3 of hours being completed in your student's school. For questions regarding volunteer hours, please contact Ms. Spivey, our Family Partnership Specialist, at 423-855-2635 ext. 67067 or spivey_kyaira@hcde.org. In addition to parents fulfilling magnet service hours, magnet students must maintain appropriate grades, behavior, and attendance; failure to meet these standards may result in the revocation of magnet status. Students whose magnet status is revoked must return to their zoned school.

Dress Code

The Tyner Academy dress code encourages an atmosphere conducive to safety and learning essential to providing quality education. Parents are expected to help students adhere to the dress code policy.

Tyner Academy 2024-2025 Dress Code

All clothing must be appropriately sized for the student. In situations of question, the rule and say of the administration will take precedent. Backpacks shall be placed in lockers at 9:00AM and remain in lockers until 4:00PM.

Permitted Tops: Collared shirts/ t shirts/ sweatshirts/ hoodies

Restricted Tops: Halter tops/tank tops/spaghetti straps/tube tops/graphics that depict gangs, violence, drugs, sex, crime, other illegal substances for minors, profanity, scholarly underachievement, wording that demeans or degrades others, representation of schools other than Tyner Academy; Hoods may not be worn on the head at any time.

Permitted Bottoms: Jeans, khaki style pants, leggings, shorts, skirts, fleece pants/ joggers. Belts must be worn with bottoms that have belt loops.

Restricted Bottoms: Jean/pants with holes, rips, or tears, should have garments underneath the prevent skin from being exposed. A top to cover the bottom must be worn with leggings. No biker shorts. Shorts, skirts, and dresses must not come further than credit card length from the knee when standing. No sagging pants.

Permitted Shoes: Sneakers, slides, boots, dress shoes, sandals

Restricted Shoes: House slippers, house shoes, or shoes that appear to be such

Permitted Headgear: None with exception to designated spirit days or religious headdresses

Restricted Headgear: Bonnets, do rags, wave caps, or scarves that cover the entire head with exception religious headdress

Permitted Outerwear: Lightweight jackets, hoodies permitted

Restricted Outerwear: Oversized coats and jackets are restricted to the student locker during school hours.

Restricted Accessories: All headgear is restricted (see restricted headgear); Sunglasses, blankets, bandanas, beaded attire, gloves

**Jewelry must not depict weapons, gang affiliations, symbols that degrade/demean others*

Student Driving and Parking

Students need to understand that parking on school property is a privilege, not a right afforded to students. Certain conditions are attached to privileges. Students who fail to uphold those conditions will be subject to loss of parking privileges with no refund of fees paid, and disciplinary actions. The conditions for parking are as follows:

- All students who drive on school grounds must possess a valid driver's license.
- Students must register any vehicle they intend to drive to school with school authorities. All information requested must be given on the registration form. **A \$25 parking fee is to be paid prior to issue of the permit.** If the permit is purchased second semester the fee is \$15. This permit is to be hung on the rear-view mirror - NO EXCEPTIONS.
- Vehicles without visible parking permits are subject to towing at the owner's expense and/or disciplinary actions.
- No students are to park in the spaces that are reserved for faculty.
- All students should lock and secure their vehicles.
- Students are not to allow anyone to borrow their permit. Permits must be used on the registered vehicle only.
- Students conducting or allowing illegal activity in their cars on school grounds will be subject to losing their permit permanently, as well as normal disciplinary action in regard to the discipline policy.

Reasons for Loss of Driving Privileges

- Speeding or reckless driving (including entering and exiting campus).
- Entering the parking area during the school day without permission from the office.
- Excessive tardiness /absences – to be determined by administration.
- Refusal to follow school official's directions.
- Allowing another student to borrow a permit.

Non-Discrimination Policy

It is the policy of the Hamilton County Board of Education not to discriminate on the basis of sex, race, color, national origin, creed, religion, age, marital status or disability in its educational programs (including CTE, Special Education, etc.), activities or employment policies.

A complaint may be filed by anyone who has a grievance regarding discrimination as set forth in one of the following statutes:

- (1) The Rehabilitation Act of 1972, Section 504:
- (2) Title VI of the Civil Rights Act of 1964: or
- (3) Title IX of the Educational Amendments of 1972

School Safety Drills

Drills – Fire, Tornado, Safety

All drills are conducted in accordance with regulations and policies. Appropriate student behavior is expected.

Subject to Search Policy

Pursuant to state law, students, their vehicles, their lockers, their devices, and their personal belongings may be searched without parental permission anytime administration deems it necessary to ensure school safety, order, and discipline.

School Visitors

Tennessee State Law requires that guest passes be issued to anyone who is a visitor to a school other than enrolled students and school employees. All visitors must report directly to the front office and present a photo ID when signing the guest log. Students are responsible for notifying their friends that they are not to be visited either in the building or anywhere on the school grounds. Any person found on the school grounds without permission from the administration is trespassing and is subject to arrest by authorities.

Parents should refrain from sending balloons, flower bouquets, etc. to school. This will help to minimize distractions throughout the school day. Students should not have these items on

Hamilton County School buses. This will help ensure safety for all students. Outside food is permitted on designated days as outlined by the administration. Food deliveries are strictly prohibited. Food will be confiscated, and the student will not receive the food or a refund from the school.

Transportation/Bus Discipline

Transportation Suspension Option For certain behaviors occurring on the bus affecting student safety, a student may be suspended from the bus for a maximum of five (5) days. The T response may only be used for behavior occurring on the bus. When a student is suspended from the bus, they may still attend school, but parents are responsible for transportation. If a student receiving exceptional education services is suspended from the bus, the IEP team will need to meet to address the transportation needs of the student in the student's IEP. Recognizing that some students do not have alternate transportation when suspended from the bus, a bus suspension will only be used if the bus driver has not been able to address the student's behavior by reminding the student about behavioral expectations on the bus, having a restorative conversation with the student, changing the student's assigned seat, and calling a parent/guardian to address the concern. The bus driver will utilize restorative approaches to behavior when the bus is in a safe and secure location prior to initiating a referral to school administration. The driver's discipline referral to the school will include interventions tried prior to referral.