

HALLS HIGH SCHOOL STUDENT HANDBOOK 2025-2026



Our mission at Halls High School is to ensure a safe learning environment that provides students diverse opportunities to grow and excel at high levels. Partnering with our community and families, we inspire students to embody exceptional character, take ownership of their learning, and serve others. Our goal is to develop future-focused achievers who are dedicated to excellence.

OFFICE STAFF

Administration and Leadership:

Spencer Long - Executive Principal

Justin Bailey - Freshman Academy Principal (9th grade)

Tucker Jackson - Academy of Entrepreneurship & Skilled Services (10th grade),
Last Names A-G (11th-12th grade)

Heather Bowen - Academy of Engineering, Manufacturing, & Transportation (10th grade),
Last Names H-N (11th-12th grade)

Kristen Schoerner - Academy of Life Sciences (10th grade),
Last Names O-Z (11th-12th grade)

Heidi Moles - Academy Coach

Scott Cummings - Athletic Director

School Counselors:

Candace Hoskins - Freshman Academy Counselor, 9th grade

Kaycee Miller - School Counselor, ESS Academy (10th), Last names A-G (11th & 12th)

Caton Swift - School Counselor, EMT Academy (10th), Last names H-N (11th & 12th)

Brad Byrd - School Counselor, LS Academy (10th), Last names O-Z (11th & 12th)

Caitlyn Helt - College & Career Counselor

Support Staff:

Brent Hughes - Graduation Coach

Sherry Branstutter - School Social Worker

Victoria VanMaaren - School Psychologist

Chris Manning - School Security Officer

School Nurse - Mikayla Jones

CDC Nurse - Lindy Parrott

Secretaries:

Carmen Jones - Student Services Office Secretary

Melinda Covert - Counseling Secretary; Academies Secretary (½ time)

Danna Piercy - Main Office Secretary

Donna Walker - Bookkeeper

Kim Watson - Counseling Secretary; Registrar

Debbie Woodall - Attendance Secretary

QUICK LIST OF THINGS TO KNOW

HALLS HIGH SCHOOL BEHAVIORAL EXPECTATIONS

- Follow staff's directions at first request.
- Remain in assigned areas.
- Use school-issued technology appropriately.
- Wireless Communication Devices should be stowed away at all times between 8:30 & 3:30.
- Use appropriate language, tone, and volume.
- Treat your peers, staff, and school with dignity and respect.
- Focus on classroom tasks and engage in the learning process.

GENERAL SCHOOL DAY INFO

- The HHS school day is from 8:30-3:30, Monday, Tuesday, Thursday, and Friday.
- On Wednesday, the HHS school day is from 8:50-3:30.
 - Study hall in the cafeteria lasts from 7:30-8:40 on Wednesday mornings. ALL students who are on campus must be in the cafeteria during this time.
- On KCS Early Release Wednesdays, the HHS school day is from 8:50-12:00. Students must leave campus after 12:00. No extracurricular activities will take place until after 3:30 on these days.

STUDENT AREAS

- Before 8:15 and after 3:40, all students should be in the Commons or Cafeteria. All other areas are off limits without teacher supervision. Students who choose to go to the cafeteria in the morning must stay in the cafeteria until 8:15.
- Students must remain in the Commons and Cafeteria during lunch. Students may not eat in hallways, stairwells, or other unsupervised areas. Students may eat in the outdoor lunch area behind the library when it is open and supervised.
- No loitering in parking lots (including Beaver Dam Baptist Church) or vehicles parked on campus. Parking areas are off-limits during lunch and class changes.
- You must check with the Student Services Office to go to your car during the school day and display a high visibility vest.
- All athletic fields/concessions/storage areas are off limits without staff supervision.
- Halls Middle School and the HMS side of campus are off limits during the school day.
- Restricted areas include empty classrooms, staff workrooms, teachers' lounges, conference rooms, storage rooms, staff restrooms, custodial offices, and the stage areas in Commons and Cafeteria.

ADDITIONAL ITEMS

- Students are not allowed to leave campus prior to 3:30 without signing out through the office.
- Skipping class will not be tolerated. Students should always report to their scheduled areas.
- Parking on campus is a privilege. Passes must be displayed and visible through the windshield. Excessive absences and/or tardies (determined by the Administration) will result in loss of parking privileges.

GENERAL SCHOOL POLICIES

SCHOOL DAY DEFINED

The school day begins when a student arrives on campus or boards a bus at the bus stop and it ends when a student leaves campus (campus includes Beaver Dam Baptist Church) or departs from the bus stop in the afternoon.

The school will open its doors to students at 7:30 each morning. All students must be picked up and leave campus by 4:15 each afternoon unless they are participating in extracurricular activities after school.

If a student arrives after 8:30 AM, he/she must check in at the Student Services Office before reporting to class. Failure to do so may constitute disciplinary action. Students must clear the building by 3:40 in the afternoon except in inclement weather. Students must adhere strictly to the bell schedule. Excessive tardiness to class will result in disciplinary action.

CAMPUS SECURITY

HHS operates as a locked campus, with locked exterior doors from 8:45-3:30 each day, and locked classroom doors during class times. Exterior gates are locked from 8:45-2:45 daily except the Emory Road entrance.

- Students should never let visitors or unknown persons into the building. All visitors must enter through the main entrances using the video doorbells.
- Students should report all suspicious persons on campus to school staff immediately.
- Students should never prop open exterior doors.
- Students should not sit in their cars in the morning or during the school day.
- Students should not visit their cars during lunch.

EARLY DISMISSAL

Students will not be permitted to leave school without administrative and parental permission. Parental permission must be verified by a note signed by the parent and turned in to the Student Services Office before 8:30am. The note should include the time for dismissal, the reason for dismissal, the telephone number of the parent, the name of the student, and the student's grade level. **EARLY DISMISSAL EMAILS WILL NOT BE ACCEPTED.** Students using forged notes and forged official school documents are subject to disciplinary action. If a parent or guardian cannot be reached, the student may not be given permission to sign out early.

Students must never leave campus without checking out properly through the Student Services Office. Leaving campus without permission will result in conduct action. Students may not check out of school to go get lunch and then sign back in.

DRESS CODE POLICY

[Knox County Schools Board Policy J-260 "Dress Code"](#)

Apparel or appearance which tends to draw attention to an individual rather than to a learning situation must be avoided. In matters of opinion, the judgment of the principal/designee shall prevail.

The following standards will be observed in all Knox County Middle and High Schools:

1. Pants must be worn at the waist. No sagging allowed.
2. Shirts, blouses, and dresses must completely cover the abdomen, back, and shoulders and must have sleeves. Shirts or tops must cover the waistband of pants, shorts, or skirts with no midriff visible. Low-cut blouses, shirts, or tops or extremely tight tops, tube tops, or any top that exposes cleavage are prohibited.
3. Head apparel, except for religious or medical purposes, must not be worn inside the school building.
4. Footwear is required and must be safe and appropriate for indoor and outdoor activity.
5. Clothing and accessories such as backpacks, patches, jewelry, and notebooks must not display (1) racial or ethnic slurs/symbols, (2) gang affiliations, (3) disruptive, vulgar, or sexually suggestive language or images; nor, should they promote products which students may not legally buy; such as alcohol, tobacco, and illegal drugs.
6. Skirts, dresses, and shorts must be beyond mid-thigh length.
7. Sleepwear, pajamas, and/or blankets cannot be worn in school.
8. Prohibited items include (1) large, long and/or heavy chains, (2) studded or chained accessories, (3) sunglasses, except for health purposes, (4) sleepwear, and (5) skin-tight outer materials without appropriate coverage.

The school administration reserves the right to determine whether the student's attire is within the limits of decency and modesty.

WIRELESS COMMUNICATION DEVICES

USE OF WIRELESS COMMUNICATION DURING THE SCHOOL DAY

WCDs may be stored in backpacks, purses, or personal carry-alls. However, the use of the devices during the school day is prohibited for all students except in the following circumstances:

1. The principal authorizes a teacher to approve the use of WCDs for educational purposes during instructional time;
2. A student uses a WCD in the event of an emergency or to manage the student's health;
3. A student's use of a WCD during instructional time is included in the student's Individualized Education Program (IEP), Section 504 plan, or Individual Learning Plan (ILP); or
4. A student with a disability uses a WCD to operate assistive technology to increase, maintain, or improve the student's functional capabilities.

These restrictions are not intended to discourage the use of these devices for instructional purposes, but to establish parameters and appropriate oversight for their use. Improper use or storage of WCDs may result in confiscation of the device until it can be released directly to a student's parents and/or legal guardians. A student in violation of this policy is subject to related disciplinary action as defined in Policy J-191.

Knox County Schools is not liable for loss or damage to any wireless communication devices brought onto school campuses. Although Knox County Schools will take reasonable steps to protect a student's WCD should it be confiscated, KCS does not expressly or implicitly assume, and does not assume, any responsibility for loss of or damage to any WCD.

LOSS OF DEVICE PRIVILEGES

Any device used outside these parameters may result in confiscation until it can be released directly to the student's parent or legal guardian. A teacher may withhold a WCD from a student during a class if the device is a distraction to the class or student.² A student who possesses a WCD in violation of this policy is subject to related disciplinary action, as defined in Policy J-191. Continued violation of this policy may also result in loss of WCD privileges. Additionally, students may lose WCD privileges for any policy violation that is related to or is the result of the use of a WCD.

PROHIBITED USE OF WIRELESS COMMUNICATION DEVICES

In addition to the parameters established above, use of a WCD to bully, harass, or intimidate others will be subject to related disciplinary action, as defined in Policy J-191. Using a WCD for any illicit activity including but not limited to take, disseminate, transfer, or share obscene, pornographic, lewd, or otherwise illegal images, photographs, or similar material whether by electronic data transfer or otherwise may constitute a crime under State and/or Federal law. Any student taking, disseminating, transferring, possessing or sharing obscene, pornographic, lewd, illegal, or otherwise inappropriate images or photographs of other students or any other individual, particularly underage, at school, on a school bus or while attending any school event or activity will be subject to the disciplinary procedures of the school district and reported to law enforcement and other appropriate State or Federal agencies.

COMMUNICATION IN THE EVENT OF AN EMERGENCY OR POSSIBLE EMERGENCY

Students will be authorized to use WCDs for communication purposes in the event of an emergency or possible emergency. However, the principal or principal's designee will remain the primary point of contact for families in the event of an emergency or possible emergency. All emergency communication from the school or district will be shared through the district's mass communication system.

BUS NOTES

Students must ride the bus to which they have been assigned based on their home address. If a student wishes to ride a different bus for any reason, they must turn in a signed parent note to the main office prior to 8:30 in the morning. The note will be verified with a parent phone call before being approved.

VISITORS

Visitors are required to check in at the Main Office immediately upon entry. Visitors must wear a Visitor Pass the entire time they are in the school. All visitors will be background checked prior to issuance of a pass. An administrator may refuse to issue a visitor's pass at any time. Visitors must also check out through the Main Office. Any person found on the school grounds without permission is trespassing and is subject to arrest. Family, friends, and former students are not allowed to visit students or teachers during lunch.

STUDENT IDs

Students are issued an ID each year, and the ID must be kept on their person at all times while in school.

PARKING

Any vehicle parked on a Knox County Schools campus is subject to search. Students park on campus at their own risk. The school is not responsible for damages that occur while parking on campus. HHS sells Parking Passes providing permission to park on campus. Possession of a parking pass does not guarantee a parking spot. Students should only park in spots that are not designated STAFF, RESERVED, or VISITOR. During football and marching band season, there is no parking in the main lot in front of the gym.

Parking passes may be revoked at any time. Parking spaces CANNOT be painted under any circumstance without prior approval by school administration.

Beaver Dam Church offers student parking free of charge to Halls High School students. Students must register their vehicle to park at Beaver Dam through the HHS Student Services Office. Students must only park on the north side of the church, and never on the south side (Ingle's side) of the church. School administration and Beaver Dam Church can revoke parking privileges. Students parking at Beaver Dam understand that all school rules apply to the BDBC parking lot, and student vehicles parked at Beaver Dam are subject to search by school administration.

Parking passes must be displayed and visible through the windshield.

FOOD DELIVERY

Students are NOT allowed to have any food delivered from food delivery services (DoorDash, UberEats, etc...). Parents may deliver food to their own student (not for other students) to the HHS Main Office. The office will not call students out of class to receive food. Food will be placed on a shelf by the Student Services Office for students to pick up.

Students are NOT permitted to get food from food trucks. Food trucks on campus are for staff only.

Vending machines are available throughout the campus. The machines are owned and operated by an independent business with permission from HHS. Halls High School is NOT responsible for any loss of money due to faulty vending machine operation. Vending machines are provided for student and visitor convenience but may be turned off if students abuse the privilege.

SCHOOL BREAKFAST AND LUNCH

The cafeteria provides lunch in a self-serve atmosphere. Breakfast is \$2.25, and lunch is \$3.50. Students are only allowed to purchase one meal per breakfast or lunch period.

General lunchroom expectations:

- Students should remain seated in their area for the entire lunch period.
- Students who buy food in the cafeteria must remain in the cafeteria for the entire lunch period.
- Students who bring food and eat lunch in the commons must remain in the lower commons the entire lunch period.
- Students should clean off their own tables and dispose of waste properly.
- No food or trays are allowed out of the cafeteria without permission. Students who purchase food in the cafeteria must remain in the cafeteria for the entire lunch period.
- Students may eat lunch in the Commons if they bring food from home. No food or drink can be consumed in the school hallways or in the circle hallway around the Commons.
- Students are not allowed to have family members or unapproved visitors eat lunch with them.
- Students may NOT purchase items from food truck vendors who are set up to serve school staff.
- Students may NOT eat lunch in their vehicles.
- Students may NOT leave campus to get food.

LOCKERS

Lockers are school property and may be searched at any time. Students who wish to use a locker must register their locker through the Student Services Office. Students are to report broken lockers to the office immediately. Each student is responsible for the locker and contents to which he/she is assigned. All lockers in use must have a lock. Lockers that are being used without permission will result in items being removed from them.

STUDENT FEES & FINES

[Knox County Schools Board Policy, Student Fees and Fines](#)

Classroom fees are collected to cover the cost of consumable supplies used by students during the school year. The total school fee for the year is \$200, covering the full school year. All payments will be taken through Givebacks. Please note that Performing Arts fees, team fees, field trip fees, and club participation fees are not included in the \$200 and will be available separately if applicable.

A Senior Graduation Fee of \$50 is charged for all Seniors who participate in the graduation ceremony. This fee covers the cost of diplomas, diploma covers, and supplies for the graduation ceremony.

Students eligible for Fee Waiver SHOULD apply online or see the Student Services Office for assistance.

All payments will be taken through Givebacks.

All fines must be cleared by students prior to the first grading period. Unpaid fines will result in students being placed on a Hold List, and HHS will not provide student transcripts or diplomas until fines have been paid.

TEXTBOOKS

Textbooks are furnished by Knox County Schools with the understanding that the student and/or family is responsible for loss or damage. Online textbooks for many subjects are available by visiting www.knoxschools.org/Departments/textbooks. Textbooks are property of the Board of Education. Payment for lost textbooks: 1-4 years old is 100% of replacement cost, 5 years or older is 50% of the replacement cost. A student who loses a textbook will be required to pay for the lost textbook. Grade reports, diplomas, or transcripts will not be issued if lost books or fees are not cleared.

LIBRARY

- Students must have a hall pass to enter the library during the school day.
- Students must sign in EVERY time they enter the library.
- Students may print in black and white for classroom use FREE.
- Students may check out up to 20 books at a time - no late fees will ever be charged.
- Students are responsible for the replacement costs for books not returned or damaged beyond repair.
- Students must check out materials before removing them from the library.

FIELD TRIPS

Student rules, expectations, and regulations apply to all school-sponsored off-campus trips. Additional regulations apply when the trip is overnight. Students who commit infractions may be sent home at the parent's expense and are subject to further disciplinary actions.

MEDICATIONS

No medication of any kind shall be self-administered by students at school, even with the assistance from school nurses or other school personnel, except when medication must be given on a long-term basis and is necessary to be given during school hours in order for the student to remain in school. Over the counter (O.T.C.) medications are included in these regulations. Any student who is required to take medications must comply with the following regulations as outlined in [Policy J-352](#).

CHROMEBOOKS

By possessing a KCS Chromebook, all students have agreed to the following:

- I accept responsibility for using the technology device at school and outside of school hours.
- I understand that this technology device may be collected and inspected.
- I agree to keep this technology device in my possession at all times. I will not give or lend it.
- I will return the technology device to the school whenever I am asked to do so by school personnel.
- I will not use the technology device, in or out of school, for inappropriate or unlawful purposes in accordance with Knox County School Board Policy.
- I understand that if this technology device is lost or stolen, I will immediately notify school administration.
- If insurance offered by Knox County Schools is refused, I understand that my parents/guardians and I are responsible for costs associated with damages of the technology device.
- I understand that my parents/guardians and I are responsible for costs associated with total loss or theft of the technology device.
- I agree to return the technology device, charger, and protective covering in good working condition to the school at the conclusion of the school year or if I leave the school.
- I agree to not add stickers or other personal markings directly to the device.
- I understand that failure to comply with any of the guidelines and policies may result in suspension of the use of the technology device.
- I agree that my child will follow Knox County Schools policies for Acceptable use of the device both at school and at home.
- I understand that my child may be asked to submit the device throughout the year for a "health check" to inspect it for damages.

ACADEMIC & ATTENDANCE POLICIES

SCHOOL COUNSELING

The Counseling Department works with the administration, school staff, parents, and various community agencies to help students with educational, vocational, and personal concerns. Counselors help students develop a plan for high school graduation as well as post-secondary education and/or career planning. Counselors also assist with test performance and interpreting test scores, as well as social/emotional needs. The website for the school counseling department is linked to the school website.

GRADUATION REQUIREMENTS

In Knox County Schools, [Board Policy](#) requires that students earn 28 credits by the end of their Senior year to graduate. To earn a regular high school diploma, students must (1) earn the prescribed number of credits, (2) complete the ACT or SAT, (3) pass the Civics exam, and (4) have satisfactory records of attendance and discipline.

Students with an Individual Education Plan will communicate with their case manager, school counselors and school administration to ensure progress toward graduation requirements. Students in unique circumstances should communicate with their school counselor for any concerns that may prevent the completion of graduation requirements.

865 ACADEMIES AT HALLS HIGH SCHOOL

Halls High School is in its second year of implementation of the 865 Academies experience for students. This year, all sophomores will participate in the inaugural Career Academies at HHS, which include:

- Academy of Life Sciences
- Academy of Engineering, Manufacturing, and Transportation
- Academy of Entrepreneurship and Skilled Services.

All students participating in these academies will be exposed to annual “Guaranteed Experiences.”

- 9th grade: YouScience; Industry Experiences; Pathway Fair; classroom Guest Speakers through the Freshman Seminar course; High School and Beyond Plan with school counselor; and 865 Academy Portfolio
- 10th grade: Level 1 career pathway class; Post-secondary visits; and Guest Speakers
- 11th grade: Level 2 career pathway class; Job Shadows; College Fair; Hiring expo; and Guest Speakers
- 12th grade: College Fair; Hiring Expo.; Guest Speakers; Post-secondary plan; and Capstone Experience

GRADING SCALE

The Teacher of Record for each course is responsible for documenting each student's academic progress through the course curriculum using the following scale:

A	90 – 100
B	80 – 89
C	70 – 79
D	60 - 69
F	Below 60

A cumulative end-of-course assessment will count for 15% of the overall course grade.

Students earn GPA Quality Points for completed coursework. Students in regular classes will be awarded 4 quality points for an A, 3 for a B, 2 for a C, and 1 for a D. Advanced Placement and Dual Enrollment classes are weighted +1 quality point, and those classes will be awarded 5 quality points for an A, 4 for a B, 3 for a C, and 2 for a D. Honors classes are weighted by +0.5. Additionally, AP classes will receive a 5 point bonus on the class average, and Honors classes will receive a 3 point bonus, to be added at the end of the course.

END OF COURSE TESTS

Examinations will not be given early. Examination dates for the entire school year are published well in advance so that families may plan accordingly to avoid conflicts on examination testing dates. Our staff will not be asked by the administration to give examinations early except in very exceptional situations EOC examinations will be given on English I, English II, Algebra I, Geometry, Algebra II, US History, and Biology. The results of these tests will be calculated as 15% of the final grade (in accordance with TCA 49-1-302(2)). KCS final exam results will also be calculated as 15% of the final grade. Students will not be required to pass any one examination, but instead must achieve a passing score for the final cumulative grade.

LATE WORK POLICY

When a student is absent from class, it is that student's responsibility to retrieve make-up work from the teacher. A student must retrieve the make-up work within 3 days of the absence. Each teacher will arrange a late work timeline for work to be submitted at the time the late work is given to the student.

Make-up work that is older than 4.5-weeks old will not be accepted unless prior arrangements are made between the teacher and the student. Students who know they will miss more than 10 consecutive excused school days should notify their school counselor and grade level administrator.

SENIOR EXAM EXEMPTION

Seniors who have a minimum of a 75% average in a class may opt out of the class's final exam. (This exam cannot be a state TCAP, dual enrollment, dual credit, credit recovery, IB, or AP exam.) The exemption applies to only seniors and is granted in both the Fall and Spring Semesters. Additional note: This Senior Privilege is only afforded to students in a traditional classroom environment.

TUTORING

Teachers' instruction can be supplemented with additional individual aid which is made available on several levels. Halls High provides many forms of individualized instruction. National Honor Society students are available both before and after school in either one-on-one or group peer tutoring. Any needs for these types of sessions are initiated through the teacher. Teachers may host tutoring sessions outside of regular class time. Teacher-led tutoring sessions are offered free of charge before and after school. We encourage all students experiencing academic difficulties to take advantage of this opportunity. Tutoring schedules are available through the school counseling office.

ACT Prep tutoring is offered on Wednesday mornings from 8:00-8:40.

Math and ELA tutoring is offered on Monday and Thursday afternoons from 3:30-4:30 in the College and Career Center.

ATTENDANCE

The [Knox County Schools Attendance Policy](#) recognizes that good attendance at school is basic to student learning. Attendance is a key factor in student achievement; therefore, students are expected to be present each day that school is in session. Moreover, minors under the age of 18 in Tennessee are required by law to attend school full-time.

All teachers record accurate daily attendance for every class in Aspen. This includes documenting tardies to class. Knox County Schools offers 180 instructional days, and any student who misses 18 or more instructional days during the school year is considered Chronically Absent. Beginning at 5 unexcused absences, students will be subject to the Progressive Truancy Intervention Plan mentioned below.

Attendance excuse notes should be submitted to the Student Services Office any time a student misses school for an excused reason. **Excuse notes must be submitted within 5 days of the absence, or the notes will NOT be accepted.** Parents/guardians are able to submit up to 10 Parent Excuse Notes per year, in addition to excused Medical or Legal Notes. Excused absences include the following:

- Personal illness;
- Illness of immediate family member;
- Death in the family;
- Extreme weather conditions;

- Religious observances;
- College visits;
- Pregnancy;
- School sponsored or school endorsed activities;
- Military active duty/deployment;
- Summons, subpoena, or court order;
- or circumstances which in the judgment of the school principal create emergencies over which the student has no control.

Any absence not complying with the above reasons for excused absences will be considered as unexcused. Examples of unexcused absences are (a) family vacations taken during the school year and (b) Senior Skip Day.

TARDY POLICY

The school day begins at 8:30. Students must be in class and ready to learn at 8:30. If students are tardy to school, they must check in at the Student Services Office before reporting to 1st block. Parents can submit tardy excuse notes from a medical professional. Parental excuse notes will not be accepted. If a student reaches 3 unexcused tardies to class, the teacher will submit a conduct referral and the student will have silent lunch. Excessive tardies to school or excessive tardies to class may result in a student being ineligible to attend school dances and/or Prom.

TRUANCY

Parents/guardians will be notified after a student has five (5) unexcused absences. Additional notices will be sent after each successive accumulation of five (5) unexcused absences. If a parent does not provide excuse notes within five (5) days of the student's return to school, or request an appeal hearing with the principal, then school administration will implement the Progressive Truancy Intervention Plan with the school Social Worker prior to referral to juvenile court.

DRIVER'S PERMIT FORMS

Students applying for a Tennessee driver's permit must have the SF-1010 Form signed by the Principal before going to the Tennessee DMV Office. These forms are intended to verify that the student is meeting attendance requirements in school. The principal will not sign forms for students who are chronically absent.

Forms must be requested through the School Counseling office prior to Thursday each week, and they will be processed each Friday. Forms are valid for 30 days only. These forms will not be processed on demand or faxed to the DMV.

COLLEGE VISITATION

Juniors and Seniors are granted 2 college visits per year, and they are encouraged to use them. Any student who is taking a day for a college visit must have prior approval from his/her counselor or administrator and must bring back documentation of the visit in order for the absence to be excused. Any senior who has already taken the 2 visits and is given the opportunity to return to a college/university campus for a scholarship competition can receive an additional college visit day pending prior approval from the school principal.

DUAL ENROLLMENT & DUAL CREDIT

Dual Enrollment and Dual Credit courses are offered at Halls High in partnership with area colleges and universities. Students who are enrolled in these classes may not drop or change these classes after the first week of the DE.

Students may leave campus with a signed permission form turned into the College & Career Teacher on days when the class is not in session as long as they are demonstrating adequate academic progress. The College & Career Teacher may require DE students to remain on campus during their DE block if they are not making adequate progress in their DE class. Students must return to school for their next scheduled class after their DE block.

CONDUCT POLICIES

HHS SCHOOL-WIDE BEHAVIORAL EXPECTATIONS

1. Follow staff's directions at first request.
2. Remain in assigned areas.
3. Use technology appropriately.
4. Use appropriate language, tone, and volume.
5. Treat your peers, staff, and school with dignity and respect.
6. Focus on classroom tasks and engage in the learning process.

STUDENT BEHAVIOR

General Policy

The KCS Board of Education and HHS Administration believes that acceptable behavior is essential to create an effective school program. In order to promote desirable behavior, employees and students shall exercise responsibilities including but not limited to those enumerated in this policy:

School Staff Expectations

1. Teachers, administrators, and other school employees shall strive to create a school environment favorable to the development of self-discipline and self-direction.
2. The Principal is responsible for establishing and maintaining effective discipline with the school. Principals have the right to expect the cooperation of all teachers. It is the duty of all teachers to assist in the discipline of the total school.
3. Each teacher is responsible for and shall have such authority as is necessary for maintaining good order in the classroom for the promotion of an environment conducive to learning.
4. The authority to control pupil conduct shall extend to all activities of the school including all games and pupil performance on athletic teams, excursions, and other school activities and groups.
5. Teachers will observe and uphold the code of ethics of the Board of Education and the ethics of their profession in the establishment of relationships with students.
6. In cases of offenses committed on school buses, it is the bus operator's responsibility to notify the principal immediately of any misconduct of pupils. The bus operator may recommend to the principal that a pupil be suspended from riding the bus but only the principal may suspend a student from riding the bus. The principal and/or bus driver may assign seats on the bus when deemed necessary.
7. Principals of schools where pupils from other schools wait for the bus shall have responsibility for their supervision. In case of student misconduct, the principal shall take appropriate disciplinary action. Notice of such action shall be sent to the superintendent and to the principal of the school where the student is enrolled.

Student Expectations

1. Students shall comply with all school rules and the regulations of the school system. Failure to comply with such rules and regulations shall result in appropriate corrective measures. Rules and regulations can be found at <https://www.knoxschools.org/Page/2107> under Board Policies - Section J. All school conduct policies are applicable to school-sanctioned events (e.g. games and dances).
2. Students are responsible for satisfying all graduation requirements, which include among other things, an appropriate record of attendance and conduct.
3. Students are prohibited from taking unauthorized photographs or making unauthorized recordings of others at school, on school transportation or school sponsored events (Knox County Law Department).

ALTERNATIVE SCHOOL PLACEMENTS

For the 2025-2026 school year, a suspended student will receive one of the following alternative placements: Extended Base School Virtual, Richard Yoakley School, or KCS' Virtual Program.

RESTORATIVE LEARNING CENTER

In some instances of misconduct, students may be assigned to time in the Restorative Learning Center. RLC is a small group or isolated setting where students are supervised by a Restorative Interventionist and are still expected to complete class assignments. Students must report on the assigned day at 8:30 a.m. to the RLC room with Chromebook, books, paper, pen, and pencil. Students must turn in their phone to the RLC teacher at 8:30. Students must follow the rules and procedures of the RLC; failure to do so is insubordination and will result in increased disciplinary action.

MORNING, AFTERNOON & LUNCH DETENTION

In some instances of misconduct, students may be assigned morning or afternoon detention as a consequence. Detention is usually assigned on a "time-for-time" basis, especially when students have been referred to the administration for a Class Cut or for leaving campus without permission.

Lunch Detention is assigned for students who arrive at school tardy. Any student arriving at school between 8:30 and 8:45 will sign it at the main entrance, and will be assigned Lunch Detention on the same day. If students do not report to lunch detention, they must make up the day and will be assigned an additional day of lunch detention. Students are allowed to eat in lunch detention, but talking and use of Personal Communication Devices is not allowed.

HALL PASSES

All students who are in the hallways during scheduled class time should carry a hall pass from the teacher's class to whom they are assigned.

STUDENT SEARCHES

Any principal, or his or her designee, having reasonable suspicion for a search may search any student, place or thing on school property if information would cause a reasonable belief that the search will lead to the discovery of:

1. Evidence of any violation of the law;
2. Evidence of any violation of school rules or regulations or proper standards of student or faculty conduct;
3. Any object or substance which, because of its presence, presents an immediate danger of harm or illness to any person.

All lockers or other storage areas provided for student use on school premises remain the property of the school system and are provided for the use of students subject to inspection, access for maintenance and search. All vehicles parked on school property or at Beaver Dam are subject to search.

PROM/DANCE POLICY

Attending prom and/or dances is a privilege, not a right. Students who are unable to meet academic, attendance, and behavioral expectations at HHS will NOT be allowed to attend any school dances, and administration will not sign off that the student is in "good standing" to attend a dance at another school. Any of the following will result in a student becoming ineligible to attend a dance:

- An "F" in more than one current class
- An out-of-school suspension for any reason in the current school year
- 10 or more unexcused absences in the current school year
- 10 or more unexcused tardies to a class in the current school year
- Not on track to graduate from HHS

TOBACCO & ELECTRONIC VAPE POLICY

As a general rule, all students caught in possession of or using tobacco products or nicotine vape products will be suspended out of school for 2 days on the first offense and will be required to do a vaping research presentation to school administration and parents. Repeat offenses carry more severe consequences. The Knox County Sheriff's Department SRO in our school also reserves the right to issue a citation. All paraphernalia will be confiscated and will not be returned to minors.

Electronic vapes containing THC, CBD, Delta-X, cannabis-derived substances, or other illegal substances will be considered under Tennessee's Zero Tolerance Law, which requires expulsion from school.

BUS CONDUCT

All buses and bus stops are considered to be school property, and as such, all school conduct expectations and policies extend to the buses and bus stops. Misconduct on buses places all students and the driver at risk and will not be tolerated. Students violating school conduct policies on the bus are subject to bus suspension, in addition to further disciplinary action as determined by the school administration.

BULLYING & HARASSMENT PREVENTION

Halls High School investigates all reports of bullying, harassment, and cyberbullying.

Is it bullying?

Rude: When someone says or does something *unintentionally* hurtful and it is NOT repeated.

Mean: When someone says or does something *intentionally* hurtful and it is NOT repeated.

Bullying: When someone says or does something *intentionally* hurtful and they keep doing it, even when you tell them to stop or show them that you're upset.

Mutual participation in peer conflict does not necessarily constitute bullying, even if one student "lost" the conflict.

Bullying, harassment, or cyberbullying which takes place off campus or outside of school hours, that has the the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the education environment is subject to disciplinary action.

ZERO TOLERANCE

Tennessee State Law directs that students found to be in violation of a zero tolerance offense shall be expelled from school for a period of not less than one calendar year. Zero Tolerance disciplinary offenses include, but are not limited to:

- unlawful possession of any drug including those considered a controlled substance on school grounds or at a school-sponsored event
- bringing to school or being in possession on school property of a firearm
- committing aggravated assault against any school employee or officer
- threats to commit an act of mass violence on school property or at a school-related activity, by any means of communication

FIGHTING, ASSAULT, AND VIOLENCE

Any student who participates in a fight at school or any school activity will be suspended from school for ten days on the first offense. All fights are cumulative throughout the student's high school career.

Striking or otherwise committing an assault on a KCS employee (teacher, administrator, teaching assistant, etc.) will result in a disciplinary hearing and possible zero tolerance offense and could result in a suspension of not less than one calendar year.

ATHLETICS, CLUBS, AND ORGANIZATIONS

Halls High School encourages participation in athletics, the arts and other school-sponsored extracurricular activities. Such participation is a privilege. No one is guaranteed a place with a team/organization. In order to be an active participant, the student must be ready to meet the standards established by the school, coaches and sponsors. A student's academic performance and their behavior at Halls High School and in the community can impact their ability to participate. Halls High School also encourages you to support our student-athletes by attending competitions and sitting with the student section.

ATTENDANCE FOR ATHLETES:

Student athletes are expected to be in class at all times. An athlete must be in school at least half of the school day (3 hours and 15 minutes) to participate that day in a game or practice. Student athletes who are suspended out of school may not participate nor be on campus.

TSSAA ELIGIBILITY & REQUIREMENTS

Halls High School is a member of the Tennessee Secondary School Athletic Association. TSSAA requires that a student meet the following criteria for eligibility:

1. A student must earn six credits the preceding school year to be eligible to participate in athletics. All credits must be earned by the first day of the beginning of the school year.
2. A student must be enrolled before the 20th school day of the semester, in regular attendance, and carrying a full class load.
3. A student who engages in three or more days of practice, including spring practice, with a high school in which he or she is enrolled shall be ineligible in that sport for 12 months if the student enrolls in another school without a corresponding change in the residence of his or her parents.
4. A student shall be ineligible in high school if he or she becomes 19 years of age on or before September 1.
5. A student is permitted eight semesters of eligibility beginning with the ninth grade.
6. In order for a transfer student with an athletic record to be eligible at another school, there must be a bona fide change of residence by the athlete's parents.
7. The Executive Director of TSSAA must approve all transfer students before participating in any game.
8. A student whose name is listed on the school eligibility report cannot participate in an independent game or meet until the season has closed in that particular sport. (This does not include golf or tennis.)
9. A registered athlete cannot accept money for athletic skills in any TSSAA sponsored sport.
10. The athlete or his parents must pay all expenses to an athletic camp where specified instruction is offered.

None of the above rules may be set aside by mutual agreement of the school. Information about TSSAA rules and regulations can be found at www.tssaa.org.



2025-2026 Knox County Schools Calendar

Thursday, July 31	First Day for Teachers (School Based In-Service Day)
Friday, August 1	Systemwide In-Service Day (PreK-12)
Monday, August 4	Administrative Day (Teacher Work Day)
Tuesday, August 5	Systemwide In-Service Day (½ Day School-based); Administrative Day (½ Day Teacher Work Day); 6 th and 9 th Grade Orientation
Wednesday, August 6	Administrative Day (Teacher Work Day)
Thursday, August 7	First Day for Students (½ Day)
Monday, September 1	Labor Day Holiday (Knox County Schools Closed)
Friday, September 5	End 4½-weeks Grading Period
Wednesday, September 17	Constitution Day (Knox County Schools Open), Half-Day for Students
Monday, October 6 - Friday, October 10	Fall Break
Tuesday, October 14	End First 9-weeks Grading Period
Tuesday, November 4	Systemwide In-Service Day (PreK-12) (Student Holiday)
Thursday, November 13	End 4½-weeks Grading Period
Wednesday, November 19	Half-Day for Students
Wednesday, November 26 - Friday, November 28	Thanksgiving Holidays (Knox County Schools Closed)
Friday, December 19	Half-Day for Students; End Second 9-weeks Grading Period; End First Semester
Monday, December 22 - Friday, January 2	Winter Break
Friday, January 2	Systemwide In-service Day (½ Day School-based); Administrative Day (½ Day Teacher Work Day)
Monday, January 5	First Day for Students after Winter Break (Full Day)
Monday, January 19	Martin Luther King, Jr. Day (Knox County Schools Closed)
Wednesday, January 28	Half-Day for Students
Thursday, February 5	End 4½-weeks Grading Period
Monday, February 16	Systemwide In-Service Day (PreK-12) (Student Holiday)
Monday, March 9 - Friday, March 13	Spring Break
Tuesday, March 17	End Third 9-weeks Grading Period
Wednesday, March 25	Half-Day for Students
Friday, April 3	Holiday (Knox County Schools Closed)
Monday, April 20	End 4½-weeks Grading Period
Tuesday, May 5	Systemwide In-Service Day (School-based)
Thursday, May 21	Last Day for Students (½ Day); End Fourth 9-weeks Grading Period; End Second Semester
Friday, May 22	Administrative Day (Teacher Work Day) – Last Day for Teachers
Friday, June 19	Juneteenth Holiday (Knox County Schools Closed)

Calendar Summary

180	Instructional Days*
4	Administrative Days
2	Unscheduled In-Service Days
1	Unscheduled Parent-Teacher Contact Hours Day
6	Scheduled In-Service Days
10	Vacation Days

* In accordance with T.C.A. § 49-6-3004 – 177 student instructional days plus 3 days accumulated under daily 7-hour schedule.
Note: This calendar allows cancellation of up to 8 instructional days due to inclement weather or serious outbreaks of illness before any make up days will be required.