

PARENT/GUARDIAN OBSERVATION OF STUDENTS

FILE: KB-1

Parents and guardians are considered partners with the school system in the education of the children. While children spend the majority of their waking hours at home and in the community, it is understood that some parents/guardians wish to observe their children in the school setting. If a parent/guardian wishes additional observation time, the observation must be coordinated with the school in order to minimize disruption to the learning environment. The following rules apply:

1. Observations must be arranged ahead of time with the school's administration and the classroom teacher so the observation will not be scheduled during a time when it would interfere with the school program, such as during testing. Observation request for approval must be made at least two (2) days in advance.
2. Parents/guardians and consultants may schedule one (1) observation not to exceed forty-five (45) minutes in length during each semester. Staff, (i.e., the Assistant Principal) will accompany the parent/guardian during the observation. Observations by other family members or consultants will count as the observation and requires written consent of the parent/guardian.
3. Observers may not communicate with students or staff during the observation. If a parent/guardian has a follow-up question or concern, an appointment should be made with school administration.
4. An observation may be cancelled by the school. This could occur for one of many reasons, such as teacher absence or the needs of other students.
5. Siblings may not attend the observation.
6. Observers must sign in and out at the main office and obtain a visitor's badge. The parent/guardian may only observe in the classroom for which the observation was scheduled.
7. To protect the privacy of other students and to maintain a proper learning environment, observers may not use any audio or visual recording device at any time during the visitation and must turn off all cell phones. Observers will be required to sign a confidentiality agreement.
8. If the observation is upsetting to the student or interferes with any student's learning, as determined by the teacher or staff member present, the observation will be terminated. Also, if the observation is of a student in a special class, such as a regional program, and the observation will interfere with instruction, it will not be allowed.
9. Principals retain the authority to deny access to the school for any individual who is or has been disruptive to the learning environment or who lacks a valid or legal purpose of entering the school. Our shared commitment and cooperation is essential for the safety of our students and staff.

Board Reviewed
11/9/2021

Superintendent Approved
11/9/2021