

# SHALER AREA SCHOOL DISTRICT

POLICY 245

GUARDIAN

SECTION: PUPILS  
 TITLE: CLASSROOM OBSERVATIONS BY PARENT/  
 ADOPTED: May 20, 1998  
 REVISED:

## 245. CLASSROOM OBSERVATIONS BY PARENT/GUARDIAN

1. Purpose
 

The Board recognizes that classroom observations made by a parent or guardian of a student can be a valuable learning process to the parent in providing for the welfare of the child. It is believed that, at certain times and under certain circumstances, a parent can gain a better sense of the instructional process by observing teaching and learning activities involving the parent's child. It is understood, however, that each request of such an observation must be evaluated to ensure that any such observation does not disrupt the integrity of the educational process.
2. Definition
 

The term parent as used in this policy shall include a guardian of the person of a child.
3. Guidelines
 

Requests of a parent to observe a class attended by the child of the parent shall be made in accordance with the following procedure:

  1. A written request must be submitted to the building principal on a standard form developed by the Superintendent. The reason for the request must be stated thereon. Emphasis should be placed on the objective of the visitation and how it will be beneficial to the parent and child.
  2. Requests should be made at least one (1) week in advance.
  3. Requests will not be considered for the day before or after a vacation, during testing, or during the opening and closing two (2) weeks of school.

4. The written request will be reviewed by the principal with the appropriate teacher prior to the principal approving or rejecting the request.
5. The request, at the complete discretion of the principal, shall be granted or denied. In instances of uncertainty as to the appropriateness of the request, the principal shall review said request with the Superintendent prior to approving or denying the request. A parent shall have the right to appeal a request denied by the principal directly to the Superintendent.
6. The visiting parent shall check in with the office before and after making the classroom observation.

#### Conditions Of An Approved Classroom Visitation Request

1. A time limitation of one (1) period or not more than forty (40) minutes shall be established.
2. No interaction with students may take place during the observation.
3. Taping of any kind must not be done.
4. Confidentiality of students other than the child of the observing parent must be respected.
5. There shall be no classroom disruption by the parent. The teacher and principal reserve the right to ask the parent to leave in the event any of the within guidelines are violated.