

UNIONTOWN
AREA SCHOOL DISTRICT

SECTION: 900 COMMUNITY
TITLE: CLASSROOM VISITATION BY PARENTS
NUMBER: 908.1
ADOPTED: MARCH 7, 2016
REVISED:

908.1 CLASSROOM VISITATION BY PARENTS	
1. Purpose	The Board welcomes and encourages visits to school by parents/guardians. To provide effective instruction, it is necessary for the Board to establish guidelines governing school visits.
2. Guidelines	<p>Parents/Guardians may visit their student(s) in the classroom as outlined in this policy after they have appropriately identified themselves to school personnel unless legal visitation restrictions exist.</p> <p><u>Visitors:</u></p> <ul style="list-style-type: none">• Parents/Guardians are encouraged to attend in-school activities and special functions.• If the visit is for an inquiry about the student's educational program and/or to discuss a student concern, parents/guardians shall make an appointment with the teacher prior to the visit. Such inquiries or discussion may not take place during the classroom visitation when the teacher(s) is/are engaged in instruction. <p><u>Observers:</u></p> <ul style="list-style-type: none">• If the purpose of the visit is to observe the students, the parents/guardians shall contact the Building Administrator to schedule the observation with a minimum of forty-eight (48) hours notice. If the student has an Individual Education Plan, requests must be submitted to the Building Administrator and Supervisor of Special/Alternative Education, with a

minimum of forty-eight (48) hours. The observation should be limited to only the parent's/guardian's student to protect confidentiality of other students in the classroom.

- Classroom visitations by parents/guardians shall be limited to a maximum of one half (1/2) hour unless the Building Administrator or Supervision of Special/Alternative Education approves an arrangement for extended time.
- Visits shall be limited to no more than one (1) visit per semester unless the parents/guardians, teacher(s) and Building Administrator or Supervisor of Special/Alternative Education.

The classroom teacher shall have the right to terminate any classroom visitation if the visitation is substantially affecting normal classroom procedures or is disruptive to the instruction of the students. If the visitation is terminated by the classroom teacher and parents/guardians are requested to leave, the teacher shall immediately notify the Building Administrator. If applicable, the classroom teacher shall also inform the Supervisor of Special/Alternative Education, explaining the reason for the termination.

A parent/guardian of a student not currently enrolled in a class may request a visitation of the class if the intent is to consider the program as a placement option for the child. All arrangements for the visitation shall be made by the Supervisor of Special/Alternative Education with the parent in order to minimize any interference with the classroom instructional scheduled.