
Folsom Hills Elementary School

Shawn Michael Lundberg, Principal



Dear Parents and Guardians of Folsom Hills Students

Occasionally there is a need and/or request for a parent or guardian to observe their student in class. Parents do have the legal right to do so, and this often allows parents to better understand an issue better, be it social, academic or behavioral. In order for the visit to take place, the parent or guardian will need to complete the bottom portion of this form and submit it to the office. Once received, the principal or designee will contact the parent to set an appointment to meet. If, after meeting with the principal or designee, a parent still wishes to visit the classroom, please understand that the rules below apply. These rules are in place to protect the privacy and rights of both students and teachers.

- A classroom teacher must have 3 days notice prior to an observation; should a teacher be comfortable with doing it sooner, that is of course permissible.
- Parents may not ask for and/or expect to have a copy of lesson plans. However, parents do have full access to textbooks, consumables, and ancillary texts.
- A parent must be accompanied by an administrator or designee when observing; should a teacher feel that this is not needed, they may choose to allow a parent to observe without an administrative presence.
- When observing, parents may not talk to students or in any way interfere with the class or activity.
- Parents may not film or record anything in class.
- Parents are limited to viewing 50 minute blocks; should a teacher want it to be of longer duration, that is permissible.
- A teacher has a right to know why a parent wants to observe; the teacher will be briefed prior to the observation by the principal and/or designee, as well as receive a copy of this form.

Sincerely,

Shawn Michael Lundberg
Principal, Folsom Hills Elementary School

FOLSOM HILLS ELEMENTARY CLASSROOM VISIT REQUEST FORM

Student Name: _____ Parent Name: _____

Date and Time of Requested Observation: _____ Issue: Academic _____ Social _____ Behavioral _____

Reason for Observation: _____
