

CLASSROOM VISITATIONS

The Santa Clara County Board of Education encourages parental involvement in the educational process. Classroom visitations are one way for parents to participate in the education of their children.

While the COE encourages classroom visitations, we recognize that at times this can be disruptive to the integrity of the educational program. Classroom visitations by non-employees must be arranged in advance, and the following procedures adhered to.

1. At the discretion of the COE principal/designee, visitations must be requested not less than one school day prior to the visitation, noting the purpose of the visit.
2. Visitations may not be made when tests/examinations are being administered.
3. Visitations shall be limited to the student's parents/guardians or other persons pre-approved by the parents/guardians and COE principal/designee.
4. Visitations of programs for school age students (grades kindergarten through post secondary) may be up to one hour per week per teacher. Extended or additional visitations at the discretion of the COE principal/designee.
5. Participation in classrooms by parents/guardians of preschool students may be arranged at the discretion of the COE principal/designee and teacher.
6. Approved visitors shall respect the classroom program and refrain from any activity that may interrupt the classroom routine.
7. Additional visits may occur with prior approval of COE principal/designee, if agreed upon by the administrator, teacher and parent.