



RADLOFF MIDDLE SCHOOL

Readiness, Respect, and Responsibility

3939 Shackleford Road Duluth, Georgia 30096/Phone (678)245-3400/fax (678)245-3403

Parent Classroom Observation Form

Classroom observations in individual classrooms during instructional time shall be permitted only with the principal's or grade level assistant principal's approval, and such visits shall not be permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment.

At Louise Radloff Middle School parents are always welcome to visit their child's classroom within the guidelines of local school policy. Parents are required to adhere to the following rules when visiting classrooms:

1. Parents must request (by completing an observation form in writing) to observe their child's classroom at least two days in advance.
2. Classroom observations are limited to a maximum of 30 minutes per teacher, per visit.
3. Parents may only observe classrooms while their child is in attendance in that class.
4. To protect the privacy of all students, no pictures, video, or audio recording should be taken during the classroom observation.

Please complete the following:

Student Name: _____ Grade Level: _____

Parent Name: _____

On which day would you like to observe your child's classroom? _____ (Day of the week, Month/Day/Year)

Which of your child's classrooms would you like to observe?

Teacher's Name _____ Subject Area _____ Class Period _____

Parent Signature _____ Date: _____

Office Use Only

Date: _____

Principal/AP Signature: _____ Approve Disapprove

Reason for Disapproval: _____
