

**POLICY RELATING TO EDUCATION****OBSERVATION OF EDUCATION PROGRAMS FOR  
SPECIAL NEEDS STUDENTS**

The Wachusett Regional School District values and supports parental engagement in the education of all the District's students. In striving to make this relationship cooperative and productive, we embrace Massachusetts General Law 71B:3, which provides timely and sufficient access to parents or guardians and their designees to a child's current and proposed special education program. In order, however, to minimize disruption and to maximize the observational experience for both parents/guardians and their designees, requests to observe must conform to the following guidelines:

A written or verbal request by a parent/guardian is required before access to a District classroom or program is granted. Requests for observation shall be directed to the building principal or designee at least five school days prior to the desired date of observation unless a shorter interval is mutually agreed upon. The building principal or designee will respond to a request to observe within five school days of request. Observations may be limited during certain periods of the year, e.g., MCAS testing or the first and last two weeks of school. The actual date, duration, and extent of the observation will be determined on an individual basis, based on the complexities of the student's needs and the characteristics of the program(s) to be observed. Observers may be accompanied by an administrator or designee at the discretion of the building principal.

If a request is received by the District from an unknown person claiming to be a designee, confirmation of the parent or guardian's permission will be required in writing. Designees requesting access to a student's records must have written permission from the parent or guardian. At no time will an observer be permitted to interfere with or interrupt the proceedings of the classroom or program. Observers are requested to provide any written report of their findings related to programmatic appropriateness in advance of follow-up meetings regarding the student's progress or status.

Limitations on the District's application of Massachusetts General Law 71B:3 shall be confined to matters of student safety, program integrity, and confidentiality. The District will undertake reasonable efforts to ensure that the observation process does not compromise the District's responsibility to keep students safe, to provide effective instruction to all students despite the presence of observers, and to maintain the confidentiality of all students in the classroom.

First Reading: 10/27/09  
Second Reading: 11/10/09