

VIRTUAL EDUCATION OBSERVATION MODEL POLICY

The Board of Allen Village School adopts the following policy, effective on the date of the adoption by the Board.

1. Observation of Virtual Classroom Sessions

- 1.1. Non-students are allowed to observe virtual classroom sessions.
- 1.2. An individual wishing to observe a virtual classroom session must email the teacher in advance of the lesson with a request to observe the classroom session.
- 1.3. An observer shall not participate in the lesson or interrupt the teacher to ask a question.
- 1.4. The school administrator shall send a communication to parents or guardians at the beginning of the year sharing the virtual observation policy.

2. Protecting Student Privacy

- 2.1. In order to protect the privacy of students participating in virtual classrooms, the school shall send a communication to parents/guardians and students requesting that no personally identifiable information that may be disclosed in the virtual classroom be shared or recorded.
- 2.2. If a parent/guardian and/or student wishes to record or share personally identifiable information from a virtual classroom session, they must request prior written consent in order to share such information.

