

Classroom Observation Guidelines

You are welcome to observe our primary and lower elementary classrooms any time of year in the observation rooms, please call the office to schedule an in-class observation. Twenty or thirty minutes will often provide a good observation time. We hope you will find the time spent both enjoyable and beneficial. To that end we make the following suggestions:

In order for visitors to observe a normal classroom day, the following requests are respectfully made:

- Try to avoid engaging students through eye contact or conversation.
- If a student engages the visitor in conversation, be as brief as possible.
- Of course, if their child shows a need, observing parents may talk with their own child and acknowledge the child's work.
- For an optimal observation, one should avoid engaging one's own child in conversation just as one would with any other student.

- Observe the class as a whole.
 - Note the variety of activities.
 - Observe the social interaction among the children.
 - Are children working alone, with other children?
 - How does the mood of the classroom vary from time to time?

- Focus on one or two students.
 - Is the child independent in choosing and in using his/her work?
 - Does the child concentrate on one piece of work for a long time?
 - Is the child orderly in using the materials?
 - Note the cycle of exercise from beginning to completion.

- Observe the guide and assistant.
 - When and in what way do they teach?
 - When do they act as a resource, as a link between child and materials?
 - How is order maintained in the classroom?

Although the guide may be unable to talk with the visitor or parent during class time, she will be happy to confer later at a mutually agreed upon time. A visit with the Head of School with questions is always welcomed.

We would like to know whether or not your visit met your expectations and what your general impressions are. All your comments are helpful to us.

Thank you for coming!