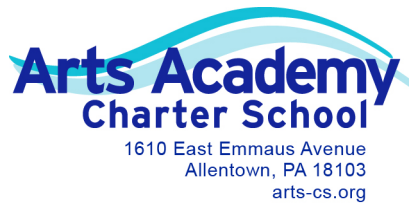


Adoption Date:	05/18/2015
Revision Date(s):	



Board Policy 3.2.3

Curriculum Review by Parents and Students

The Board adopts this policy to ensure that parents have an opportunity to review instructional materials and have access to information about the curriculum, including academic standards, instructional materials and assessment techniques.

Upon written request by a parent or student over the age of eighteen (18), the School will make available existing information about the curriculum, including academic standards to be achieved, instructional materials and assessment techniques.

The following requirement and conditions shall apply to all requests for curriculum review:

1. Written requests must be made in writing, be directed to the Principal and must set forth the specific material being sought for review.
2. Requests should be limited to one (1) request per semester per each enrolled child. The school reserves the right to deny requests occurring more than once per semester.
3. The School will respond to the parent or student within ten (10) school days by designating the time and location for the review.
4. The School may take necessary action to protect its materials from loss, damage or alteration and to ensure the integrity of the files, including the provision of a designated employee to monitor the review of the materials.
5. No parent or student shall be permitted to remove the material provided for review or photocopy the contents of such file. The taking of notes by parents and students is permitted.

The Executive Director or his/her designee shall annually notify parents and students regarding the contents of this policy and their rights.