



### Parent/Legal Guardian Request to View Materials

Pursuant to Administrative Policy INS-A073, I am requesting to view teaching materials, instructional materials, and/or other teaching aids used in my child's classroom, or surveys, analyses, and/or evaluations administered to my child.

I understand that I must complete this form and submit it to my child's teacher within a reasonable timeframe, to be determined by the teacher or building administrator. I also understand and agree that if any textbooks or instructional materials are removed from the school, I will return the textbooks or materials to the school by the next instructional day.

Date: \_\_\_\_\_

Parent/Legal Guardian Name: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Teacher's Name: \_\_\_\_\_

I would like to review the following items:

---

---

---

---

The dates/times I am requesting to view the materials:

(Please note: the teacher will contact you to coordinate a date/time that meets both of your schedules.)

---

---

---

#### For School/Teacher Use Only:

☐ Date Request Received: \_\_\_\_\_

☐ Date/Time Scheduled for Review: \_\_\_\_\_

☐ Textbook or Materials Used by Student Removed from School (Date: \_\_\_\_\_)

☐ Textbook or Materials Used by Student Returned to School (Date: \_\_\_\_\_)