

Student-Teacher Program Guidelines: Videotaping Students

Nov. 21, 2014

As part of their reflective practice on teaching, student-teachers often videotape themselves and students in the classroom for later analysis in their university courses.

Parents and guardians have the choice to opt-out of photographs and videos being taken of their child(ren) This is done when a student is enrolled, or any time a parent or guardian notifies the school. However, since student-teachers will use these recording for an out-of-district audience, they must send home an "opt out" permission slip to parents to secure their approval.

Below is text suggested by our community relations office to cut and paste into a form that they create. Be sure that this slip is printed on school letterhead and approved by both the supervising teacher and the building principal.

~~~

*Dear Parents or Guardians:*

*Greetings! We have had a successful start to the new school year and your child has been cooperatively participating in class.*

*As a student teacher, I am required to videotape, audio record, and/or photograph my teaching for purposes of my evaluation and professional portfolio. These recordings are for educational purposes only and will remain confidential. Only my university professor and a small cohort of other student-teachers will view them. Images of your child will not be used for any public purposes, including the Internet.*

*If you would prefer that your child not be recorded, please sign this form below and send it back to school with your child by \_\_\_\_\_.*

*Your help is much appreciated. I look forward to working with your child this term. Thank You!*

*Sincerely,*

*[Student-Teacher Signature]*

*[Student-Teacher Name]*

*C: [Your Bldg Principal]*

*[Supervising Teacher]*

*Please do not record my student.*

*Parent/Guardian Name: \_\_\_\_\_*

*Student Name: \_\_\_\_\_*

*Parent/Guardian Signature: \_\_\_\_\_*