☑ Do staff members greet parents and respond in a friendly and respectful manner?
☑ Are entry doors clearly marked?
☑ Does the school post signs giving directions to the office, rest rooms, library, and gym?
☑ Is it easy for parents to reach teachers over the telephone?
☑ Is the parent handbook available and readable for all parents? Is it translated for non-English-reading parents?
☑ Are translators readily available for families who need them?
☑ Do you regularly communicate with parents? Do you use newsletters, a weekly schedule, or classroom notes?
☑ Are student problems or concerns kept confidential? Do staff refrain from discussing them in front of other students and parents?
☑ Are school events timed so parents can take public transportation?
☑ Are mailings for events sent out in a timely manner?
☑ When you have an event, do signs at the entrance and throughout the halls direct family members to the right place?
☑ When you have parent-teacher conferences, do greeters welcome parents to the school and direct them to the right classrooms?
☑ Are resources widely publicized in mailings and facility postings?
☑ Do you have a parent resource room?
☑ Are parents encouraged to provide input about the school?
☑ Does a forum exist for parents to discuss issues and concerns regarding the school?