GOING DEEPER

COLORADO
Department of Education

School Community and Parent Engagement Checklist

Does Your School...

	YES	NO
Display a mission statement committing the work of the school to students, families and the community it serves?		
Reflect an orderly and safe environment conducive to effective learning by students and productive work by staff?		
Display internal and external signs welcoming visitors to the school?		
Use friendly language to describe what visitors should do when entering the school? Have designated parking areas for visitors?		
Employ office staff who are friendly to visitors, provide needed information easily and answer the phone in a way that makes the caller glad she/he has called?		
Set standards of welcoming behavior for all staff and volunteers, including bus drivers, custodians and cafeteria workers?		
Display student academic work throughout the school?		
Display large readable signs with directions to such areas as the library, gym, cafeteria and restrooms?		
Have an identified and furnished workspace for parents and other volunteers? Have a cheerful and suitably furnished waiting area for visitors?		
Have clearly written information available to parents and visitors explaining school philosophy, programs and how a person can be involved?		
Have an outside marquee that is readable from the street and carries notices of meetings, recognition of students/staff/organizations?		
Make it possible for staff to be easily accessible to parents?		
Produce an overall climate that is cheerful and student-centered?		
Ensure that students demonstrate friendly and courteous behavior?		