



Consent for Observation Form

The University of Michigan - Flint
Early Childhood Development Center
1313 William S. White Building
Flint, Michigan 48502-1950

Telephone: (810) 424-5214
Fax: (810) 237-6690
www.umflint.edu/ecdc

I understand that by signing the document below, I am agreeing to follow these guidelines during my observations at the Early Childhood Development Center. I further agree to adhere to the guidelines when reporting my observations in a paper or project for class assignments.

Because the Center has the primary responsibility to educate and nurture young children (ages 8 weeks to 8 years old), it is important that observers do not interfere with classroom functioning. The Observation Rooms are equipped with one-way mirrors that allow you to see and hear into the classrooms, but appear as standard mirrors to the children. In order to avoid interference in the classroom, noise and light within the Observation Rooms must be strictly controlled. The Observation Decks are located directly in the classroom. Refrain from talking while observing in the Preschool Classrooms. Drinks and/or food are strictly prohibited. Also, avoid interaction with the children during any observation.

Observers will typically not enter the classrooms that have Observation Rooms, they will be directed to the observations rooms labeled 1332 (Nido and Fiore), 1338 (Giardino and Fiume) and 1343 (Sole and Vento). Observers will enter the classrooms that have Observation Decks in 1155 (Sogno) and 1156 (Cascata) or the playground area. Interactions with children may occur if classes are entering/leaving their rooms while you are in the hallways, but you should attempt to minimize your contact with them. This is for the health and safety (both physical and psychological) of the children.

Please use the following rules as guidelines while in the Center conducting observations:

1. The ECDC is located at 1313 William S. White Building. Parking during observations is in the “Additional Parking Lot”, not in Lot P (Visitor and Restricted Parking) unless you pay for metered parking. Unauthorized parking in Lot P is likely to result in fines and tickets. Prior to the first visit, each observer must read and sign the Consent for Observation Form to indicate knowledge of and adherence to ECDC’s policies regarding observations.
2. Sign in using the Classroom Observation Log Book each time you enter the ECDC to conduct an observation. Be sure to complete all requested information on the logbook. This includes:
 - a. Name
 - b. Course Number for which you are observing (e.g., PSY 237, EDU 235)
 - c. Observation Room Number in which you will observe, either
 - i. # 1 – Nido and Fiore (Infant and Young Toddler)
 - ii. # 2 – Giardino and Fiume (Older Toddler and Transitional)
 - iii. # 3 – Sole and Vento (Head Start Preschool and Preschool I)
 - iv. # 4 – Sogno (Preschool II)
 - v. # 5 – Cascata (Pre-Kindergarten)
 - vi. # 6 – Playground
 - d. Headset number you are checking out, if you check a headset out
 - e. Starting time of observation

- f. Leave a valid driver's license or other form of identification with the desk personnel.
3. Obtain a "Visitors" badge and place it visibly on your shirt.
 4. Proceed to your chosen Observation Room or deck with your headset, if you checked one out. Be sure to adhere to the following rules while observing:
 1. Keep the lights turned off (Observation Room lights allow children in the classrooms to see into the observation room).
 2. If talking to anyone in the Observation Room, use only a whisper so that children cannot hear you. Please refrain from talking on the Observation Decks. Please do not interact with the children while observing.
 3. Listen to the speakers in the Observation Rooms for audio feedback. If you are having trouble hearing, you can obtain a headset at the front desk, if you have not done so already. No plug-in is required for the headsets. If you are still having trouble hearing, ask someone at the front desk to adjust the volume for you.
 4. If you encounter problems during your observation, please check with the front desk and be patient.
 5. No food or drink is allowed.
 6. Never tap, place your hands, or any of your belongings on the windows.
 7. Never touch the equipment behind the Observation Room doors (these control microphones within the classrooms that have already been optimized for listening).
 5. If you have checked out a headset, after your observation, turn off the headset, return them to the front desk and sign out. Your identification card will be returned to you then. Failure to return the headsets and sign out could result in a fine being assessed and/or refusal of future observation privileges.
 6. To protect the privacy of the classroom experiences, NEVER use children or teacher's real names when writing up your observations. It is fine if you use pseudonyms (a name you make up to designate a particular child/teacher) so that you can refer repeatedly to the same person. Your observations cannot be used for research or for any purposes beyond assignments given in your classes!
 7. In the event you have an observation that you would like to discuss further, please notify the Director immediately or leave a message at the front desk to be contacted.

Della Becker-Cornell, ECDC Director, dellac@umflint.edu, (810) 424-5214

Please keep the above section and return the following page to the ECDC desk personnel.

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Please keep the top page and return this page to the ECDC desk personnel.

Printed Name

Date

Signature

Professor's Name

Course Name and Number