

Your Classroom Assessment Scoring System (CLASS) Observation

Our goal, as Program Quality Observers, is to gather documentation of the practices and care that support the completion of the CLASS.

What can I expect before the day of the CLASS observation?

- You will be mailed a confirmation letter and poster with a photo of the observer.
- The observer will call to confirm 2 days before your scheduled observation.
- The observer will confirm the age level(s) of the classroom(s).

What can I expect on the day of the CLASS observation?

- You can expect the Observer to arrive 10 minutes before the scheduled observation time.
- She/he will verify if you would like them to step out of the room between observation cycles when they are scoring.

What can I expect during the CLASS Observation?

- The observation typically takes between 2 to 4 hours. Depending on the scheduling of the classroom, there is a small probability that it can take longer.
- **Please note that for programs with mixed-age groups, the observation will take between 3 to 4 hours.**
- To minimize disruptions to the classroom activities, the observer will stay in the background and will not interact with children or staff during the observation.
- The observer will let you know when they have completed the observation.

What happens after the CLASS observation?

- The observer will ask you to complete the staff verification form.
- The observer will provide you with a feedback survey that can be mailed or completed online.

When will I receive my CLASS observation report?

- The final CLASS observation report will be available within 30 days of the date of the observation.

Child enrollment requirements:

To ensure the highest quality observation is as close to the typical day as possible, the following requirements regarding child enrollment and attendance must be met:

- At least ½ of the number of children enrolled in the program (Center-based or Family Child Care) must be present on the day of the observation.
- Small family child care sites with 2 children enrolled must have both children present on the day of the observation. If 3 children are enrolled, at least 2 must be present.
- When the number of children enrolled varies throughout the week, the observation should be scheduled on the day with the highest number of enrolled children expected to be present.
- Half of the children enrolled need to be present to start the CLASS observation.

Will all classrooms be observed?

No, centers with more than 1 classroom will have the observed classroom(s) randomly selected for them by WestEd. During the scheduling process, the observer will confirm the age level of each classroom (i.e. infant, toddler, preschool). The random selection will then be made by WestEd based on the information provided to the observer.

How will I know what classroom will be observed?

If you are a center with more than 1 classroom, the observer will call to confirm observation details 2 days before your scheduled observation. The observer will confirm the age level of the classroom(s) selected.

How can I prepare children for the visit?

Help children in your classroom feel more comfortable during the observation by explaining that there will be a visitor in their classroom for the day. It may help to show the children the picture of the observer. Also, please remember to post the observer's picture where parents can clearly see it.

Selection of observer:

Scheduling an observation entails coordination of educator date preference, language needs, type of observation required, and the QRIS rating schedule for the site. Because of this, it is possible that the observer assigned to do your observation has observed your site in the past. Sites are not able to select their observer.

What if I have questions or disagree with my observation results?

Because CLASS observations are entirely observation based, changes cannot be made after the observation has taken place. You may request clarification on an observation or ask questions about a report statement.

Please note that the observer will not be able to give any feedback regarding the observation or scores to educators, site administrators, and/or classroom staff on the day of the observation.

If you have questions or concerns, please contact Quality Connections at WestEd at (415) 615-3494 or sfqc@wested.org.