

EAST LONGMEADOW PUBLIC SCHOOLS

180 Maple Street  
East Longmeadow, MA. 01028-2788



*Achievement*      *Accountability*

Gordon Smith  
Superintendent of Schools

Pamela Blair  
Asst. Superintendent for Business

September, 2020

Dear ELPS Parents and Guardians:

As we begin the 2020 – 2021 school year with a remote instructional model for the majority of our students, we all need to be aware of the fact that Massachusetts state law protects our students and requires us all to maintain confidentiality regarding all information about students that may be observed in a given classroom. Please review the points below regarding confidentiality, and please sign at the bottom acknowledging your responsibility as your child participates in remote learning. When completed, please return the form to your child’s school.

1. I acknowledge that the ELPS Code of Conduct for parents, guardians, students, and visitors remains in effect during the period of remote, online classroom operations;
2. I acknowledge that during this remote phase, I will be in a position to observe classrooms conducted on line. I, therefore, agree to maintain strict confidentiality in accordance with Massachusetts Law, regarding any information or observations about all other students in ELPS classrooms to which I might have access.
3. I agree that I will not, without the prior written permission from ELPS, take or maintain photos, recordings or videos of remote classes.
4. I agree that my child’s setting during remote classes will not be distracting, disruptive or offensive to other participants, and specifically, that the area visible to ELPS staff or other remote classroom participants will be free of derogatory, obscene or discriminatory images or content (e.g., wall hangings, signs, photographs or similar).

\_\_\_\_\_  
(Parent or Guardian Signature)

\_\_\_\_\_  
(Date)