



RSL POLICY ON PARENTAL ACCESS TO INSTRUCTIONAL MATERIALS

Purpose

In accordance with R.S. 17:355(C) and (D)(1), this policy establishes procedures for providing parents or legal guardians with access to instructional materials used in the education of their children enrolled in Redesign Schools Louisiana schools. The policy ensures transparency in educational content and aligns with the district's commitment to parental involvement in student learning.

Definitions

Instructional Materials – Content used to convey knowledge or skills through any medium or combination of media, including but not limited to: textbooks, workbooks, supplementary materials, teaching aids, computer software, online material, courseware, surveys and assessments (nonsecure).

Parental Access to Instructional Materials

In-Person Review

- Parents may review their child's instructional materials in person during the following hours:
 - Monday–Friday: 8:30 AM – 2:30 PM (during school days)
- Parents may request appointments outside standard hours, subject to staff availability.
- In-person access will be provided free of charge unless physical copies are requested.

Access to Online Instructional Materials

- Parents may request online access to instructional materials at no cost.
- Access will be granted within five (5) business days of receiving the request.

Requests for Copies

- Paper copies of instructional materials will be provided upon request, if such materials are readily copyable using school equipment.
- A reasonable fee may be charged as follows:
 - Black and white copies: \$0.10 per page
- No fee will be charged if the parent views materials in person without requesting copies.

Parent-Made Copies

- Parents are permitted to use personal mobile or digital devices to photograph or scan instructional materials during in-person reviews.

Access to Assessments and Tests

- Access to nonsecure academic assessments and answer keys is allowed.
- Such materials shall be available only for in-person viewing at the school site.
- Secure assessments are excluded from this provision.

Compliance

- School principals are responsible for implementing and monitoring this policy at their respective schools.
- Schools shall maintain a record of all parent requests and responses provided under this policy.

Questions and Contact

For questions about this policy or to request access, parents should contact the district office at aeason@rsl.org or 225-348-7823.