



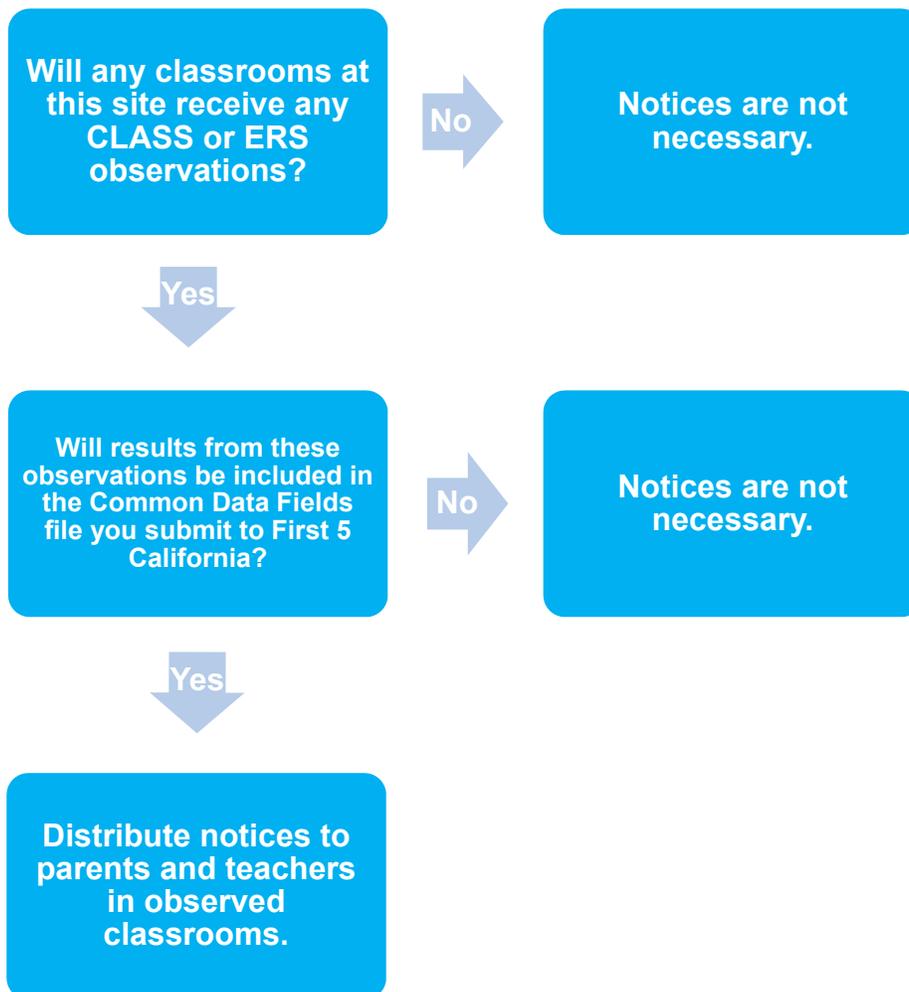
Guidelines for First 5 IMPACT Evaluation Notices

When should Evaluation Notices be used during First 5 IMPACT?

Evaluation Notices should be used if the following statements apply at an IMPACT site:

- Classroom Assessment Scoring System® (CLASS®) or Environment Rating Scales (ERS) observations take place in a site receiving First 5 IMPACT funds.
- Results from any CLASS or ERS observations will be included in the aggregated common data elements file you submit to First 5 California (F5CA).

The decision map below will help you determine whether or not to notify teachers and parents of scheduled classroom observations while participating in First 5 IMPACT.





How and where should Evaluation Notices be made available to teachers and parents?

The key principle is that the notices be read by teachers and parents of children who will receive a classroom observation through First 5 IMPACT. After identifying appropriate classrooms with the decision map:

- *First 5 IMPACT Evaluation Notice for Teachers* must be posted in the classroom or provided individually to teaching staff.
- *First 5 IMPACT Evaluation Notice for Parents* should be posted in a conspicuous place in or near classrooms (e.g., door of the classroom) and should clearly identify the classroom receiving the observation. Teachers also may distribute Evaluation Notices directly to parents.

Whom do I contact if I have questions about the purpose of Evaluation Notices?

If you have questions about F5CA's evaluation of early learning quality, please contact Gretchen Williams at (916) 263-5341 or by e-mail at gwilliams@ccfc.ca.gov. If you have any questions or concerns about the rights of research subjects, you can contact the state Committee for the Protection of Human Subjects (CPHS) at (916) 326-3660 or send an e-mail to cphs-mail@oshpd.ca.gov.

Why were Evaluation Notices created?

F5CA created the *First 5 IMPACT Evaluation Notice for Teachers* and *First 5 IMPACT Evaluation Notice for Parents* to provide information about research activities to First 5 IMPACT participants. The notices explain evaluation activities, what it means to participate, restate F5CA's *Data Ethics Policy*, and provide contact information for First 5 California staff and CPHS. All teachers and parents of children in classrooms receiving CLASS® or ERS observations must be notified and have an opportunity to ask questions.