

LOS ANGELES UNIFIED SCHOOL DISTRICT

Bell High School

Request for Guest Speaker

Date of request: _____

In the investigation of facts and ideas within a prescribed course of study, teachers have the academic freedom to examine, present and discuss responsibly various points of view in an atmosphere of open inquiry, provided that the instruction, material or discussion is:

1. Appropriate to the age and maturity level of the students
2. Related to and consistent with the prescribed curriculum, course of study and materials for the class
3. Fair and balanced academic presentation of various points of view consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion bias or partisanship (i.e. if a representative of the republican party is to speak than a representative of the democrats must speak as well)

Teachers may invite guest speakers to address their classes with approval from their department administrator and principal. This form must be completed and submitted to your department administrator at least 5 business days before the proposed presentation. Failure to do so may result in your request being denied. It is the policy of Bell High School that all teachers will take reasonable steps to screen all visitors to ensure a safe and secure learning environment for our students.

- Competency of the proposed speaker to address the proposed subject including the speaker's experience, training and expertise
- The educational value of the proposed program or presentation
- Whether the proposed presentation is in the context of the instructional program, aligned to the standards and the District's instructional guides

Speaker's Name: _____ Date of presentation: _____ Period _____ Room: _____

Teacher's Name: _____ Subject: _____ Administrator: _____

Statement outlining speaker's experience, training and expertise:

*use additional pages if necessary

Statement discussing the educational value of the presentation:

*use additional pages if necessary

Statement explaining how the proposed presentation is in the context of the educational program:

As the sponsoring teacher, I have informed my guest that they must stop and check in at the Front Door to receive a Visitor Pass on the day of the presentation.

Teacher's signature _____ Date _____

Approved: Yes: No: If no, please provide a brief explanation:

Administrator's signature _____ Date _____

Principal's signature: _____ Date: _____