Welcome to the University of Delaware Laboratory Preschool!

The UD Laboratory Preschool is located at 459 Wyoming Road, in the back of the Children’s Campus complex.

**General Procedures for Observing in the UD Laboratory Preschool**

1. The observation booths for the Laboratory Preschool are used by parents, faculty, students, researchers, and off campus visitors. Every observer must sign in at the front desk upon arrival. Observers must present identification, and keep it visible throughout the observation.

2. Students enrolled in HDFS221 do not need to make an appointment to observe. You may come anytime our programs are in session. Please refer to the document with the Class Schedules as well as the Laboratory Preschool calendar before coming to observe: [http://www.labpreschool.udel.edu/school-news/calendar/](http://www.labpreschool.udel.edu/school-news/calendar/). We will notify you of any field trips.

3. While inside the observation booths, please move quietly and keep your talking to a minimum. You may use laptops in the booth, but please keep the overhead lights turned off. Keep observation booth doors closed and please do not enter the classroom. You are welcome to observe the children on the playground, in the art room, and in the multi-purpose hallway, although there are not observation booths for these areas. You may sit or stand to the side of the area, but please remain an observer and do not initiate play or conversation with the children.

4. Headsets with volume and room location controls are available in the observation booths. Diagrams of microphone locations are posted over controls. Please let us know if your headset isn’t working.

5. Food, beverages, cell phone use, strong perfumes, children and pets are not permitted in the booths. Pets are not allowed in our building unless they are related to the curriculum and approved by the director. Our building is non-smoking.

6. **Please refrain from discussing the children during observations and outside of your HDFS 221 course.**

7. If you have any problems or questions during your observation please see Sarah Kilpatrick in room 145 or Cynthia Paris in room 142.

Revised 2/15