**Parent-Teacher Conferences:   
Tips for Families**

Remember that the conferences are a way for you to communicate with your child’s teacher regarding their success as a student.

Conferences that are linked to learning and carefully planned provide opportunities for students, families and teachers to enter conferences with shared expectations and an increased ability to work together.

Review this Tip Sheet as you prepare for a conference with your child and/or your child’s teachers.

**BEFORE THE CONFERENCE**

Ask your child how they feel about school with questions such as:

* Is there anything that you would like to talk about during the conference or anything that you would like me to ask your teacher?
* Is there anything that you would like to know more about related to your rights as a student?

**DURING THE CONFERENCE**

Find out how your child is doing with questions such as:

* Is my child at grade level with their reading, writing and math?
* May I see something my child has written?
* May I see an example of grade level or excellent work?
* What are my child’s strengths in class?
* What are my child’s areas of growth in class?
* What do you expect from children in your class (behavior, work habits, etc.)?
* What can I do at home to support you and my child in school?
* How can I reach you if I have any questions or ideas on how to help my child succeed in school?

Ask to see samples of student assignments and assessments. Ask how teachers give grades.

Share anything about your child that you think would be important for the teacher to know such as their strengths, needs, or concerns that you may have.

Ask what you can do at home to help your child learn. Ask if there are resources, programs, or services in the school community that could also help your child.

Plan for follow up with teachers, your child, and family. Ask how the teacher will follow up and the best ways to communicate with each other. Ask when we will meet?

**AFTER THE CONFERENCE**

Review your notes and follow up plans with your child and other family members as appropriate. Maintain a folder with important documents, notes, and school calendar.

Talk about it with your child. Praise your child’s strengths.

Decide how you will follow through with any plan that you and your child have agreed upon with the teacher.