Checklist parent-teacher meeting

Are you ready for your meeting with your child’s teacher?

General tips for an effective meeting.

Before the meeting:

- I consult with my child and partner. I know what they think and feel.
- I check whether my child’s stories are correct. Why does my child say “My French teacher really hates me”?
- I draw up a list of what I want to say, my questions and comments...
- I have a meeting (preferably at a quiet time) and will stick to it.

During the meeting:

- I open the discussion on a positive note.
- When I don’t understand something I ask the teacher for practical examples. What does the teacher mean with Sarah is an energetic, spirited child?
- I have an open attitude. I listen to what the teacher has to say but also to what the teacher thinks and feels.
- I only talk about my child.
- In case of problems I don’t turn get angry. I don’t try to apportion blame but we try to find solutions together.
- In case of problems we draw up an action plan. Who does what and how and how do we transpose these agreements to the child’s level?
- I take note of the agreements and review them. Are they clear and feasible?

After the meeting

- I know what the teacher expects from me.
- The teacher knows what I expect from him.
- I talk to my child about the meeting.
- I follow up on the agreements made.

Report

This is what my child is like at school:

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This is what we want to achieve together:

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This is what we have agreed

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