Parent Teacher Interview

What do I do with a difficult parent?

You know they will be difficult	You aren't aware that they are difficult
○ Have your head teacher present ○ Don't have the student present until you have spoken with the parent ○ Start positive ○ Have your evidence ready ○ Speak in a very calm voice ○ Don't engage in an argument	○ Read their body language, if they don't look happy, signal for your Head Teacher ○ If the student has been difficult in class, don't have them present at first. Talk to the parent and then invite the student over ○ If it gets heated, remain clam, don't argue and signal for your Head Teacher

<u>Preparation</u> is the best tool when dealing with a Difficult Parent

What if there is a parent I really want to see?

- Send letters home in advance about the Parent & Teacher night, inviting them to see you
- Make phone calls home to parents and schedule a time for the night
- If you see a parent on the night and you don't have them down for an interview, approach them and schedule in a time.
- If you are busy, inform your Head Teacher who can approach them and request an interview

Final Tip from Me

- If you're not going to be present on the night, inform parents who did want to see you via a phone call and arrange another time or give them feedback over the phone
- Parents get very frustrated when they come to Parent & Teacher night and teachers they want to see are not there

Parent and Student Feedback Form

	Excellent	Good	Satisfactory	Poor
1. Bookwork				
2. Homework Book				
3. Behaviour				
4. Attendance				

Events coming up –

1. Assessment Task 1 (Sports Medicine) – Friday week 9

What needs to be done to further improve results – GOALS!

Homework Book – hand in each week for feedback on extended responses. Questions given on Friday and due on Wednesday.	Use **resources** such as HSC Online and BOS http://hsc.csu.edu.au/pdhpe/ http://www.boardofstudies.nsw.edu.au/
Structure each response using SEX S – statement E – explain X - examples	**Early Morning session** – starting in 2012
Attend **holiday sessions** – 9.00am – 1pm Dates decided at the end of each term	**Email** any extended responses or questions about assessments to Ms Cahill rene.cahill@det.nsw.edu.au

Activity 5 – Action Plan

Three things that I've learnt

1. _____
2. _____
3. _____

Two things I'm going to do on Monday

1. _____
2. _____

One thing I'm going to do in the next month

1. _____