

6. **Be positive and** polite. Many teachers are overloaded and underestimate. Speaking in a positive way opens the line of communication, you can work together to help your child succeed in school.

· Open a link to phrases like "Can we talk about ...?"

Avoid criticizing and blaming the teacher with comments like "You must ..." or "You must be accepted."

· Make respectful requests, such as "Could you send home information about ...?" Do not give orders to the teacher, saying, "You should ..." or "You should ...". Use good Slovan not fighting phrases, such as "Please, could you ..." and "Thank you for all you have done, go a long way in building a good relationship."

7. **Accept the** differences. Sometimes you can really "tap" with the teacher, sometimes it may seem like a struggle to keep the lines of open communication.

· Listen to the teacher to get an idea of who he or she is.

· Listen to what the teacher has to say about your expectations, the class and your student.

· Do not argue with or criticize the teacher in front of your child.

· Do not send emails written in anger.

· Try to work things with the teacher before the principal.

If you have conflicts with your teacher, stay calm. Listen, be positive, and say things.

8. **Partner with a teacher to support your child's learning.** Children learn better in school when their parents participate. Some of the most important things you can do to:

· Help in the homework assignments.

· Help your child learn the skills needed to manage the time and stay on task.

· Ask teachers for clarification on how to use and how to measure it.

· Talk about school affairs with your student at home.

· Ask the teacher what you can do to help your child at home.

9. **Ask what you can do to help.** If there is something you can do to help your child's teacher, offer it voluntarily. Give the teacher your business card or note with a summary of what you can do and how to contact you.

10. **Keep lines of communication open year round.**

· Send a note of appreciation to the teacher when something goes well in her / his class, and say to the principal.

· Give your teacher your phone number and email address.

· Ask what you can do to help with classroom work, presentations and exhibitions, excursions, or anything you can do at home.

Check schools and teachers' websites (if any) to get away from what is happening in and out of class.

10 tips about how to communicate with your child's teacher

Check out these suggestions to do most of the work with your child's teacher.





Communicating with a child's teacher

1. **Meet the teacher.** Go to the open door school or your child's curriculum at night. Despite the time may be short, a few simple steps can show your interest and support:

- Introduce yourself and your child.
- Collect information the teacher provides.
- Offer to help signing up to donate items to a class or volunteer for other jobs.

2. **Go to parental meetings.** Often schools plan these when the flow of the year. More information about how to prepare and what to ask can be found on the following websites:

<http://www.ed.gov/parents/academic/help/succ/eed/part8.html> and

<http://www.nea.org/parents/ptconf.html>.

Credit: [Susanna](#)Smith, Ph.D., MSW, CFLE, Assistant Professor, Human Development, University of Florida, Gainesville, FL

Make sure that you schedule a conference:

- Your child has special needs and your teacher should know this at the beginning of the year.
- Your child's grades suddenly fall.
- You suspect that your child has difficulty understanding her or his schoolwork.
- Your child is upset when something happens at school - with peers or with a teacher.
- Your child does not seem to have any homework.
- Something changes at home that may affect student learning (for example, childbirth, parental illness, divorce, or the upcoming move).

3. **Find the right time to talk to the teacher.** If you are in school, you may encounter teachers and be tempted to ask about how your child is doing.

- At school, ask the teacher if it is a good time to talk or when it is most convenient for him. There can be no better times right before or after school.
- If you come across a teacher in the city, just exchange the courtesies. This is not the time for the parent conference.

four. **brief notes and observations.** If you want a quick answer to the question:

- Send a brief written comment or email (if allowed) to the teacher with the question clearly stated.
- Include your phone number and / or email address.

If you do not hear back within a few days, follow the telephone message to the school.

5. **Follow e-mail e-mail.** Email is often a convenient and useful way to communicate with your child's teacher, but it must follow the same rules for any professional communication.

- Keep seeing teachers receive many emails — and there are many other responsibilities during their day — and cannot be able to immediately respond to yours.
 - Identify your child and sign your name. Specify the number of the telephone that you can contact if necessary.
 - Be diplomatic. You can not return the message by e-mail and e-mail can be easily forwarded. Be calm, choose words carefully and avoid criticism of the teacher.
 - Do not write and send email when you are angry.
 - Be brief and stick to the point. Do not include animation, images and graphics.
 - Use upper and lower case, not all covers (this is considered a scream).
 - Stick with school related issues. Do not forward chain mail, jokes, or frivolous information.
 - Do not send someone else's e-mail, including teacher's, if you have their permission.
- Beware of viruses and spam - do not spread them around.

