

## Getting the Most Out of Parent-Teacher Interviews

**Tuesday 23<sup>rd</sup> & Thursday 25<sup>th</sup> June 2009 between 2.00pm and 7.45pm**

**Grade 1/2IG 23<sup>rd</sup> and 24<sup>th</sup> June**

**Check your Interview time notice for time and location**



Parent-teacher interviews offer an important opportunity to speak to your child's teacher face-to-face (with or without your child), to discuss the student report and find out how your child is progressing at school.

Education: the curriculum, teaching approaches, instructional organization, activities and student involvement continues to change and teachers, students and parents need to be flexible and ask questions. While the curriculum and much information is available on the DEECD & school websites, in individual Grade Information booklets and the Parent Handbook, explanations are still necessary.

Preparation for Parent-Teacher interviews allows you to identify your particular concerns. By asking questions and gathering information about your child's work habits, participation, behaviour and learning style, you have an opportunity to become more involved in their learning and provide support where needed.

Here are some useful tips for getting the most out of parent-teacher interviews:

- Determine what information you need before the interview. Ask your child before the interview what they enjoy about school. Are there any areas where they need extra help, or have concerns? Be prepared to share this information with your child's teacher during the interview.
- Write a list of specific questions you wish to ask your child's teacher. During the interview, take notes so that important information is not forgotten.
- If you need an interpreter arrange this with the school prior to the interview.
- If you want to know about a specific area of your child's progress (for example, how they are progressing in English) let your child's teacher know this from the outset.
- Ask your child's teacher what the expectations are in their subject area with regard to homework and assignments. How much time should they be spending on their homework? Are there any areas or ways you can help your child at home?
- Find out how your child is participating in classroom activities and whether there are any general issues with behaviour or discipline that need discussing.
- If your child is finding the work too easy, ask your child's teacher whether they can provide extension activities.
- Involve your child in the preparation and discussions and ask what they are doing to improve a situation and how their behaviours could be modified
- End the interview on a positive note and keep in regular contact with the teacher to follow up on a mutually agreed plan.
- If, after the interview, you feel there wasn't sufficient time, ask for an additional appointment time.
- Talk with your child about the interview and discuss how you can work together to improve their learning.

Reporting is one formal component of the assessment and reporting process. There are several people involved here: the child, the teacher/s and the parent/s

<http://www.education.vic.gov.au/aboutschool/studentreports/parentteacher.htm>

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