



Dear Parents,

SUB: Tips to Parents for an Effective Parent- Teachers Conference

A gentle reminder to attend your child's first Parent- Teacher Conference for the academic year 2024-25. We are excited to meet and greet you and to know more about your child and his/her experiences at school as this will enable us to understand his/her needs for a smooth academic year.

A parent -teacher conference is a two-way exchange of information about your child. It's a good time to exchange ideas and inquire about your child's school progress. During the conference you have an opportunity to discuss anything which is bothering your child's work or school procedures, classroom discipline or any other issues which are relevant for your child's progress.

To have a worthwhile conference, it is realistic to assume that we all want our children to succeed and agree that learning goes on at home as well as at school and most importantly that our common goal is to assure the best possible education for your child.

Following tips may help you to have a productive Parent-Teacher Conference:

A) Things to do BEFORE THE CONFERENCE:

- a. If you have small children, kindly bring someone to mind them while you are with your child's teacher.
- b. Arrive on time. Each parent will have a meeting time of 10 mins, so respect allotted schedule. If necessary, reschedule /request for another appointment for a later date.
- c. Prepare a list of queries/ questions you have to be discussed with the teacher/supervisor and bring them to the conference.

B) Sample questions you may want to ask the class teacher:

- a. How is my child progressing?
- b. Is my child participating in group activities?
- c. Is my child making an attempt to communicate in English?
- d. Does he/she gets along with other children?
- e. Does he/she obeys the teacher and follows classroom rules.
- f. Are there any specific concerns which can be addressed jointly?
- g. How can I help at home?

Kindly look up for a questionnaire in your child's folder and carry it to the conference. Looking forward to see you with your child on 27th April 2024.

Warm Regards,

Aasima Saleem

Mrs. Aasima Saleem
Academic Principal