

Building Successful Communication Between Parent or Guardian and Teacher

Two-way communication between parents or guardians and teachers helps to build trust. Trust between school and parents or guardians is important in supporting the learning of culturally and linguistically diverse students, including English learners.

What should I do if communicating in English is a challenge?

If you are meeting teachers in person, ask teachers to bring an interpreter who can help you and the teacher talk to each other.

- Let teachers know several days before your meeting if you will need the school to provide an interpreter.
- Invite a bilingual parent or guardian, community leader, or other community member to support you during the meeting. This person can help you ask questions to make sure you understand the discussion.

What is the benefit of communicating with my child's teachers?

Both you and your child's teachers want to help your child to be safe and successful in school. Talking to (or texting or emailing) your child's teachers has benefits:

1. You can share information that will help teachers better understand your child. For example, you can tell them about:
 - your child's experiences in school, what they are good at, and what they might need more help with.
 - the language you speak at home, your cultural values, and family traditions.
2. Teachers can tell you what your child is doing in the classroom. This helps you to follow up and support your child's learning at home.



How should I communicate with my child's teachers?

Do it often! You have the right to communicate with your child's teachers. You do not need to wait for teachers to contact you.

- If you want to speak to a teacher, send a note by email, call on the phone, text, or send a handwritten note.
- Say that you are interested in talking about your child's learning and ask when the teacher has more time to talk.
- Ask for help from community leaders you trust if writing or speaking in English is a challenge.
- Have a trusted person come with you to meet your child's teachers at school events during the year, like open houses and parent-teacher conferences.
- Tell teachers the best way or ways to contact you.
- Give teachers more than one way to contact you, if you can — it can make contacting you easier for them.



What should we talk about?

Talk about anything you think your child's teachers should know. Learning more about your child helps teachers better instruct and provide resources to your child. Also, ask about ways you can support your child's learning and well-being.

- Share information about your child's interests, skills, and past experiences in school.
- Talk about anything that may affect your child's feelings, mind, or body.
- Ask teachers about what your child is learning and what your child's greatest strengths and challenges are.
- Ask for ways that you can help your child learn at home.
- Ask for more information about any tests your child will take and whether there are any ways to make them more accessible for your child.



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See parent-educator toolkit at: www.nceo.info

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