

Student and Stakeholder Communication

Strategies to Effectively Communicate with Parents

For students' academic and social-emotional **growth**, it is critical that teachers have **strong relationships** with both **students and their families**. It is important to consider implementing strategies that promote **consistent, clear, and supportive communication**.

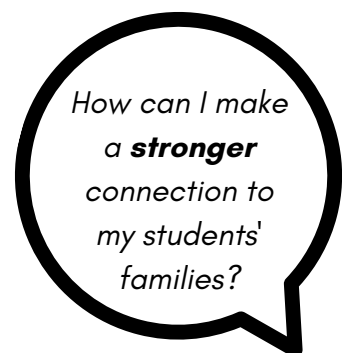


COMMUNICATION STRATEGIES



Reach Out & Follow-Through

Know parent/guardian contact preferences and take the initiative to contact parents. Reach out immediately when problems occur and follow up with ongoing issues. It is important to be timely with communication, as waiting too long to communicate can cause frustration.



Communicate Consistently & Frequently

Consider emailing a weekly/monthly newsletter or class website for whole class communication. Additionally, contact parents regularly, updating them about their student's growth and any academic or social-emotional needs. Discuss possible action plans to move forward.



Ensure Access & Usefulness

Determine parent/guardian language and access needs. Communication should be provided in forms and languages that make sense to them. This is essential to better understanding parent/guardian needs and concerns.

TAKE CAUTION



Avoid false promises or overcommitting. It is important that communication is accurate, taking into account future decisions and plans of action.



Be cautious of what is being communicated. Written communication can be requested, per district policies or state laws, as teacher email communication is public record.



Be aware of both verbal and non-verbal communication. The tone of written text or body language can either support or derail communications.

Communicating with Parents/Guardians

- Introduce yourself
- Tell the parent the class you teach
- Share about their child's progress
- Share an anecdote supporting what you shared about their child

References:

- American Federation of Teachers (n.d.). Building Parent-Teacher Relationships. <https://www.readingrockets.org/article/building-parent-teacher-relationships>
- American University Online Programs (2020, August 5). Parent-Teacher Communication: Strategies for Effective Parent Inclusion & Engagement. <https://soeonline.american.edu/blog/parent-teacher-communication>
- Xica Henley. (2017, September, 6). How to Communicate with Parents [Video]. Youtube. https://www.youtube.com/watch?v=LL_15kY7LuA