Planning Form for Parent-Teacher Conferences

Child’s Name: _____________________________  Date: ________________

This form provides a guideline for parents’ input at regular school conferences. It may help you organize your priorities for discussion with your child’s teacher. Be sure to include your child’s thoughts as you complete this form.

My child’s strengths are:

___________________________________________________________________
___________________________________________________________________

My child shows signs of:

1. Ongoing problems from previous school years, such as:

___________________________________________________________________
___________________________________________________________________

2. New struggles, such as:

___________________________________________________________________
___________________________________________________________________

3. Improvement in areas such as:

___________________________________________________________________
___________________________________________________________________

My child needs the most help with:

___________________________________________________________________
___________________________________________________________________

Past teachers used the following teaching accommodations successfully with my child:

___________________________________________________________________
___________________________________________________________________

Homework considerations:

___________________________________________________________________
___________________________________________________________________

Other information about my child the teacher should know:

___________________________________________________________________
___________________________________________________________________

For more information on this topic, see our related article: “Making the Most of Your Parent-Teacher Conference”:
http://www.schwablearning.org/articles.asp?r=363
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