

PROMOTING COMMUNICATION BETWEEN SCHOOL AND HOME

SET UP A CONSISTENT FORM OF COMMUNICATION

- Send out a poll to parents to get feedback about communication preferences (i.e., email, phone, text, Zoom, etc.)
- Utilize existing communication platforms such as Class DoJo or newsletters
- Use a web-based platform such as Remind.com that allows teachers to text parents without using personal phone numbers
- Use a Google number or dial *67 with the area code to keep numbers private (it will show up as "unknown" or "private" number)



ESTABLISH A COMMUNICATION SCHEDULE

- Determine how often communication with parents will occur. Daily? Weekly?
- Ask parents for feedback about frequency of communication
- Notify parents when to expect communication to occur
- If using web-based applications such as Zoom, send calendar invites to parents



ESTABLISH OFFICE HOURS

- Set consistent days/times when you will be available if parents want to chat
- Office hours can be done via Zoom (or other video-based platforms) or phone
- Have parents choose a time slot using a Google form
- Provide guidance for parents how to best use this time (i.e., ask about child's progress, strategies to try at home)



SHARE TIPS FOR INCREASING STUDENT ENGAGEMENT

- Share idea of activities to do at home
- Share strategies to promote student engagement and independence
- Send out 1-2 strategies per week
- Try recording short videos explaining how to use the different strategies

