**Advice for Phoning Parents**

**What if they say….?**

**I can’t make the time given.**

Is there a time that would suit you better? Maybe I can fit you in at a different time?

**I will be away that week.**

Is there anyone else from your family that could represent you? It’s a shame that I will not get the opportunity to meet you at this time but I can send the information home. Perhaps I could give you my email and we can keep in touch?

**I think it is a stupid idea. Why can’t you just send the information home?**

This is an opportunity for you to come into school and meet me and your son/daughter’s deans. We think that is important that the parents/caregivers are involved in their child’s learning as much as possible. This is a great opportunity for you to ask any questions and look around the school.

**Does my son/daughter have to come?**

Yes, it is important that they are part of the process. The school is not closed for the day. They are expected to be present for the interview. They can come in smart casual clothes.

**What will I have to do?**

You will have a 20 minute meeting with myself and an opportunity to meet with the deans. There will also be coffee/tea and a BBQ provided for you to relax and look around the school. There will a number of prefects at the school to show you around.

**How will I know where to go?**

There will be a number of our prefects who will meet you at the gates and direct you to where I will be.

**Can I meet with \_\_\_\_\_\_\_\_\_\_\_’s Maths teacher?**

Probably not. This is not the purpose for this interview. It is to meet with myself and discuss \_\_\_\_\_\_\_\_\_’s progress at school. I will be able to share information that her/his maths teacher has shared with me. However, I can give you \_\_\_\_\_\_\_\_’s Maths teacher’s email address or ask them to contact you. We could discuss this when you come to the meeting?

**But do you know anything about my son/daughter?**

I will have a great deal of information to share with you, including their recent report and attendance record. I also have information that has been given to me by \_\_\_\_\_\_\_\_\_’s teachers. We can discuss any concerns you have with particular subjects when you come in.

**Can I make an appointment to see Careers / Guidance?**

Certainly. I can pass on your name and they will get in contact. Otherwise they will be running workshops on the day and would love to speak to you.

**I have 3 children at the school and 3 different times. I can’t keep coming back!**

I’m very sorry about that. I’ll pass your name onto the dean and we will sort out a time when you can see all 3 form teachers in succession. If there are any concerns at all, then just direct them to the relevant Dean.