



Sample Phone Call Script

Hi, Mr./Ms. [parent's name],

I am [yourname], [student's name]'s teacher. How are you today?

I'm calling because I want to get to know my students' families better and I want families to get to know me as well. I believe this makes me a better teacher.

I know how much your child means to you and I have no doubt that, together, you and I will make the rest of this year successful for him/her.

I would like to set up a time when I can visit you and [student's name] in your home. I will bring my colleague [name], who is [title], with me. It will be a short visit that will only take 30-40 minutes.

The two dates I have in mind are [two dates] at [time] or [time]. Do any of these work for you?

Okay, I'll call you either the day before or the day of the visit to confirm. Thanks!
I'll see you then!



Discussion Topics

A home visit is simply meant to be a natural conversation, allowing the family to learn more about you and for you to get to know the family, as well as the student outside of school. Here are a few ideas on things to share, ask and learn:

Educator:

- Tell the family your name, a little about yourself (where you're from, what you like to do), thank them for taking time and let them know you are excited to learn more about them and their child, so you have a deeper and more holistic view to better support their child, and you are excited to have them as partners this year.

Family/Student: *(Depending on the age of the student, engage them in the questions also)*

- Tell me about your child, what do they like to do, where do they seem to be happiest? (playing a sport, digging in the dirt, taking things apart, caring for others)
- What subjects do they enjoy the most? The least?
- Do you have ideas of how I can motivate and encourage your child?
- What are your hopes and dreams for you child **this year**? For their future?
- Do you have any concerns or questions about this school year?
- What do you expect from me? How can I best support you and your child?
- Any further questions for me?

Educator:

- Share **one** expectation for the student (ex: attendance, reading every night, student asking you when they need help).
- Invite them to one activity or event at the school that will be learning-focused and particularly meaningful to the family and student, based upon what you've learned from the visit.
- Provide the family with your contact information and invite them to stay in touch. Reiterate your wish to partner with them to support their child. Share how you will continue communication with them (weekly folder, weekly email/text, etc.). Thank them for their time.