



9 Step Intervention Approach

1. Set a Time to Meet
 - a. Emotions may be high so do not meet right there and then.
 - b. The parent may insist on meeting right now, follow this process:
 - Acknowledge the situation.
 - Stay firm about rescheduling.
 - Offer choices about rescheduling.
 - Stay positive.
2. Make the Parent feel Comfortable
 - a. Parents may display anger to mask that they are worried about what you will say about their child.
 - b. Follow this process:
 - Make the parent feel welcome.
 - Have a comfortable setting.
 - Offer the parent something to eat or drink.
3. Set a Mutually Agreed-Upon Goal
 - a. Introduce a goal of developing a plan for the child that both the parent and the teacher are happy with at the end of the meeting.
 - b. Be positive.
4. Set a Time Boundary
 - a. Some parents are talkers. And so are some teachers.
 - b. Start the meeting by stating how much time you and the parent have.
5. Listen
 - a. Use Active Listening Skills.
 - b. Follow this process:
 - Take notes.
 - Listen without interrupting.
 - Nod you head.
 - Summarize what you heard.

6. Talk about Solutions
 - a. State that the behavior must be altered. Stay firm.
 - b. Ask the parent for ideas.
 - c. Expand or varyate the parent's ideas to work in the classroom.
 - d. If the parent idea *is not doable*, offer 2 solutions and let the parent pick or varyate one.

7. Listen and Finalize the Plan of Action
 - a. Listen and pay attention to facial expression and body language to determine if the parent really agrees with the solution.
 - b. Ask the parent how the child should be told about the plan.
 - c. Ask the parent when the plan should start.

8. Agree to Talk Again to Evaluate
 - a. It is important to keep the parent up-to-date on classroom implementation.
 - b. It is important to keep the teacher up-to-date on home implementation.

9. End in a Pleasant Way
 - a. State how you are happy everyone was able to meet.
 - b. Thank the parent for coming.
 - c. State that you will see the parent at the next meeting, which is scheduled for _____.

