

Template
Sample

RECORD OF STUDENT CONTACTS

TEACHER'S NAME: _____ SCHOOL YEAR: _____

SCHOOL'S NAME: _____ DSB: _____

STUDENT NAME & COURSE	DATE & TIME MET	ITEM(S) DISCUSSED	ACTION TAKEN + FOLLOW-UP

When conferencing students, be prepared, be organized, and be explicit in your instructions to them.

[Apt/1y/WTWStudentContactTemplate/TEACHER WORKSHOPS: TIPS FOR CLASSROOM MANAGEMENT]

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