

Exercise 12: Compliment a Parent about a Child

Use the following template to write a note or make a phone call to a student's parents.

Hi [parent's name], this is [student's name]'s [religion teacher/catechist].

I'm calling with some good news about your [son/daughter]. I want to share with you how impressed I have been with [his/her] actions. [He/she]. . . [explain the positive actions or efforts you would like to share with the parent]. These kinds of actions have made [him/her] an important asset to our classroom and [school/parish] community. Thanks for everything you do for [him/her].

I am always available if you have any questions about your child's progress or if you want to hear more about what we are doing in class. Just reach out to me via [state how you would like parents to contact you: e-mail, phone, written note, etc.].

Thanks for your time! Have a wonderful night.