School-Home-School Note\*

**Definition: A School-Home-School Note serves as a two-way communication and intervention system that can identify, monitor, and support a student’s new academic or behavioral learning at school and at home.**

**Steps to Establishing A School-Home-School Note**

* Have a conversation with teachers and family members.
* Include the student in explaining and planning at an appropriate time.
* Identify strengths and prioritize any concerns.
* Determine how goal(s) will be defined.
* Determine the criteria for success.
* Design the School-Home-School Note with two-way communication capacity, including the student.
* Establish responsibilities.
* Identify possible rewards for home and school – with student.
* Establish a reward system.
* Monitor and modify the system.
* Provide feedback for everyone.
* Troubleshoot or maintain or fade as needed.

\* Or Home-School-Home Note

Adapted fromFuture of School Psychology Task Force on Family-School Partnerships. (2007). *Family-school partnership training modules*. Retrieved from

<http://fsp.unl.edu/future_index.html>

Sample School-Home-School Note or

Sample Home-School-Home Note

Name: Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GOAL** | **Reading** | **Spelling** | **Math** | **Homework** |
| **Follow Directions 1st Time** | 0 1 2 | 0 1 2 | 0 1 2 | 0 1 2 |
| **Finish Assignments** | 0 1 2 | 0 1 2 | 0 1 2 | 0 1 2 |
| ***Take Short Break When Needed*** | 0 1 2 | 0 1 2 | 0 1 2 | 0 1 2 |
| **TOTALS** |  |  |  |  |

*Teacher Initials*  \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_

*Family Initials*  \_\_\_\_\_

*Student Initials \_\_\_\_\_*  \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_

Successes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Goal for Today: \_\_\_\_\_\_\_\_ (Number or %)

**KEY**

0 = No

1 = Somewhat...

2 = YES!!

Total for Today: \_\_\_\_\_\_\_\_ (Number or %)