

Introductory Parent Phone Call Sample Script

Hi Mr./Mrs. *(last name)*, my name is *(your name)* and I'm *(student)*'s teacher this year! The year is well underway, and I'm calling today to introduce myself and to see if you have any questions for me!

...

Is there anything I should know to make sure *(student)* has a great rest of the year in my class?

...

If needed or known, add any student-specific notes or questions here.

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I'm really looking forward to continuing to get to know *(student)*, and please reach out via phone or email if you have any questions!

