

SCHOOL MEETINGS MADE SIMPLE

16 Must-Ask Questions to Get The Right Support For Your Child

Attending school meetings and medical appointments can feel scary and overwhelming when advocating for your neurodiverse child. This checklist provides 16 essential questions to ensure you're informed, prepared, and advocating confidently in both settings for your child.

Section 1: Preparation for School Meetings

Before the meeting

Try to sit down with your child to find out from them, how they are doing and feeling about school. Ask if there's anything they would like you to mention on their behalf. Explain that you and the teacher are meeting to help them.

Prepare questions on:

- participation in class,
- strongest/weakest subjects,
- homework
- ways you can help

During the meeting:

Be punctual or early, and end on time, be respectful of the teacher's schedule.

Try to relax and stay calm.

Take the school report with you, if you are meeting after an exam term.

Don't forget to thank the teacher/s afterwards.

Ask the following questions:

1. How is my child's attitude and participation in class?
2. How is progress monitored, and how and how often will I be kept informed and updated?
3. How do you think my child is doing emotionally? Socially?
4. Are there any specific accommodations currently in place for my child, ie. extra time?
5. What strategies are being used to support my child's learning style or sensory needs, i.e. time outs or movement breaks.
6. How can I support my child's learning at home? Give feedback on homework.
7. What social or emotional support is available if my child feels overwhelmed or anxious at school?
8. Can we schedule regular follow-ups to review progress and adjust the plan if needed and what form of communication is preferred, i.e. email vs whatsapp?

After the meeting:

Give your child feedback,
Talk about the positive points,
Be direct about any problems mentioned,
Set and discuss some goals and objectives,
Keep communication channels open throughout the year,
Reward your child for something they worked hard at or achieved.

Section 2: Preparation for Medical Appointments

Before the meeting

Remember that you are the parent and know your child best, but you are meeting with a medical expert who knows their field or this condition or diagnosis the best and **together** you can form a support team for your child.

Have all your reports, documents, or assessment results in a folder or file and put it where you won't forget it on the day.

Confirm the appointment time and how long the appointment is for.

During the meeting

Consider the following questions:

1. What is the diagnosis, and how does it impact my child's daily life?
2. What treatment options or therapies do you recommend, and why?
3. Are there any side effects or risks associated with these treatments?
4. How can I support my child's health and development at home?
5. Are there additional tests, referrals, or assessments we should consider?
6. How will we measure progress or success with this treatment plan?
7. What resources (e.g., support groups, educational materials) are available for me?
8. Who else should form part of the support team for my child?

Bonus Tips for Advocacy Success

Bring a notebook or use a voice recorder (with permission) to capture key points.

Prepare a summary of your child's needs and any recent reports to share during the meeting.

Ask for clarification if any terms or recommendations are unclear.

In closing

Advocacy is a journey, and asking the right questions is a powerful way to ensure your child gets the support they need. Use this checklist as a guide to stay informed, proactive, and confident in every meeting.