

## Get ready!

1 Before you read the passage, talk about these questions.

- 1 Why is it important for teachers and parents to stay in touch?
- 2 What are some different methods teachers use to communicate with parents?

## Dear Parents,

The parent-teacher relationship is very important. We want to **stay in touch** with you. You are also encouraged to contact us whenever necessary.

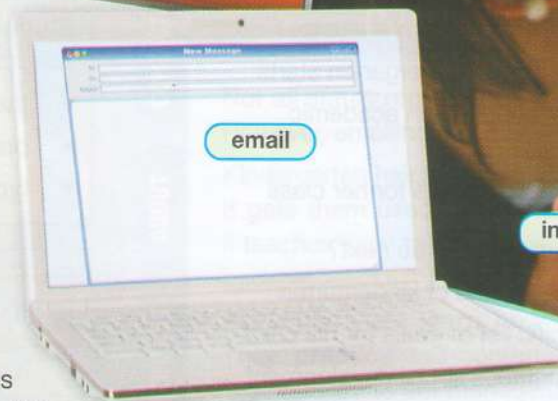
- Each kindergarten class has its own **class webpage**. Teachers post notices and homework there. We **update** the webpages every Monday.
- Every room has a **classroom phone**. Teachers may also share their **cell phone** number. That is at their discretion. Some staff members prefer communicating with parents via **text messages**.
- You are welcome to **email** teachers. We both send out and email physical **classroom letters**.
- Teachers are available for brief **conversations** after school.
- If an accident happens, you will receive an **incident report**.

Best,  
Michael Sparks



text message

cell phone



email

incident report

## Vocabulary

3 Read the sentence pairs. Choose which word or phrase best fits each blank.

- 1 **cell phone / incident report**
  - A The teacher called the child's parent using her \_\_\_\_\_.
  - B The teacher filled out the \_\_\_\_\_ after Max cut his finger.
- 2 **classroom phone / text message**
  - A The parent received a \_\_\_\_\_ from the teacher's cell phone.
  - B The children were quiet while the teacher spoke on the \_\_\_\_\_.
- 3 **stay in touch / update**
  - A The teacher needed to \_\_\_\_\_ the class webpage.
  - B There are many ways to \_\_\_\_\_ with your child's teacher.

## Reading

2 Read the letter. Then, complete the table using information from the passage.

Type of Communication	What it is used for
Class webpage	1 _____ _____
Cell phone	2 _____ _____
Incident report	3 _____ _____