

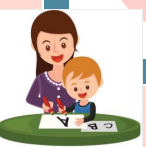
# Meeting Checklist

DATE

DAY

## QUESTION CHECKLIST

- What is his/her biggest weakness?
- What is his/her biggest strength?
- In what areas of Maths he/she needs more attention?
- In what areas of English he/she needs more attention?
- What can we emphasize at home to improve and help?
- Is he/she good at reading? Does he/she comprehend the text?
- How he/she is doing in handwriting? (For year 3, what she/he should exhibit to earn pen licence?)
- Is he/she good at making and maintaining friendships?
- Does he/she demonstrate good behaviour in the class?
- Which activities, he/she likes to do?
- Does he/she have difficulty paying attention to the instructions?
- What is your major concern about his/her performance or behaviour?
- If your child has learning difficulties clarify what support is available and what actions should be taken to address it?
- Are you satisfied with his/her homework? Does he/she hand over his/her work on time?
- What kinds of action/activities do you expect from us in reaching his/her potential level?



# Meeting Checklist

DATE

DAY

TAKE NOTES

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