Homework first steps and a note to the teacher

Print this sheet, or talk through the prompts together. Use only the parts that help. Keep completed copies private.

Use this with one piece of homework. Adapt it to your child's age and support needs. The purpose is to help them begin and communicate difficulties, not to make an adult complete the work.

What is the task?

Subject or activity: _____

When it is due: _____

What I think I have been asked to do: _____

Something I need explained: _____

My starting point

The first small action: _____

What I need before I start: _____

The help an adult will give: _____

The part I will try myself: _____

Continue: Homework first steps and a note to the teacher

Our working plan

A suitable time and place: _____

How we will decide when a break is needed: _____

What we will do if the task remains unclear: _____

Follow the school's guidance about expected time. If that is unclear or unsuitable for your child, ask the teacher rather than allowing the work to fill the whole evening.

A factual note to school

"We worked on _____. My child was able to _____. They needed help with _____. We stopped at _____. Could you clarify or help with _____?"

For next time

Something that helped us start: _____

A supply, instruction or adjustment we need: _____

Keep the child's own work visible, including where they needed support. This helps the teacher understand what to explain or adapt. One difficult task does not tell you everything about how your child learns.

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