School worries: a listening and meeting sheet

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

Use the first section with your child if they want to contribute. Use the rest to prepare a conversation with school. This is not an assessment or an attendance agreement.

My child's view

A part of the day that feels hard: _____

Their words, drawing or preferred way of explaining: _____

A person, place or activity that helps: _____

What they would like an adult to understand: _____

Do not require your child to repeat an upsetting account for every adult. Agree what needs to be shared and explain if a safety concern means you must involve someone.

What I have noticed

A concrete example and when it happened: _____

What I know directly: _____

What I still need to ask about: _____

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Questions for school

What have you noticed in the parts of the day my child finds hard?

What support or adjustment can we try?

Who will be our contact and how can my child reach them?

Our agreed actions

Action: _____

Person responsible: _____

When it will begin: _____

How my child will know about it: _____

When we will review it: _____

If it is not helping

Who we will contact next: _____

What further information or support we may need: _____

Keep this sheet private and share it only with people who need the information. For a fuller guide, see YoungMinds on school anxiety.

Browse all free resources.