**Two-way Communication in Family Engagement**

Reflection Activity

# In order to communicate effectively, families and school staff should engage in regular, *two-way,* and meaningful communication about student learning. True two-way communication can be initiated by the school or by families, and the receiver of the message can always send back a response, so communication can be extended and continued.

# One-way communication occurs in a straight line from the sender to the receiver.

While there are instances where informationjust needs to be shared with families without providing a chance to respond (newsletters, website, progress reports, etc.), schools and districts should strive to find a balance between one-way and two-way communication.

*Guiding Questions*

* Is there balance between one-way and two-way communication in the school/district?
* Are communications focused on just getting information out or are they intentionally designed to create a dialogue with families?
* Do current methods of communication strengthen the partnership between school and home?

Utilize the chart on the following page to reflect upon current communication methods. The results should help to build a more balanced and collaborative communication plan.

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Reflection Activity

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| List all of the communication methods used in the district/school. Mark one-way with a O and two-way with a T. | Look at the methods listed as one-way. Is there a way to make some of these methods more two-way? | Look at the methods listed as two-way. Is the communication *truly* two-way?   * How are families given a chance to respond? * What happens with the feedback/questions that families provide? | Do these communication methods (both one-way and two-way) require families to utilize technology to receive the message?   * Do families have access to the technology and training they need to fully take advantage of this communication? |
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