REMEDIAL PLAN OF ACTION FORM
(to be completed by student - one for each class for which the grade was a “D” or “F”)

Directions:
1. Students, please fill out this form and take it to your teacher for a signature and discussion.
2. After teacher has signed the form, discuss with your parents the reasons for the grade and your proposed plan of action.
3. Sign the form and return it to your counselor.
4. See the back side for strategies you can employ to help improve your grades.

Name: ___________________________________

Class: _______________ Teacher: _______________ Grade: __

Student summary of reason for current grade:
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

Student summary of corrective action to be taken:
I will __________________________________________________________
I will __________________________________________________________
I will __________________________________________________________
I will __________________________________________________________
I will __________________________________________________________
I will __________________________________________________________
I will __________________________________________________________
I will __________________________________________________________

Student signature: ___________________ Date: _________
Teacher signature: ___________________ Date: _________
Parent signature: ___________________ Date: _________
Counselor signature: ___________________ Date: _________
STRATEGIES TO HELP YOUR STUDENT SUCCEED

1. **Maintain contact with the school.** Teachers at Brent may be contacted by using the first initial and last name followed by @brent.edu.ph. For example, Jason Atkins would be jatkins@brent.edu.ph. Should you have concerns at anytime about a particular class, please contact the teacher. You can also set up a meeting by calling (049) 511-4342 or 6001-0300 to 09, local 311. If your child has multiple D’s and F’s, you may want to ask for the guidance counselor to moderate a meeting with all of their teachers to discuss the reasons for their low grades and strategies for improvement.

2. **Set Routines.**
   
a. **Tell your student to use the Student Planner.**
   
i. **Check the planner regularly and work out a plan** with the teacher to verify what is in the planner (e.g., your student writes what the homework is, the student asks the teacher to sign their name indicating what the student wrote is correct, the parent checks the planner asks the student for evidence of completion and signs the planner to indicate he/she has monitored the student).
   
ii. **Make sure long-term assignments, projects, upcoming quizzes and major assignments are recorded, as well as regular homework assignments.**

b. **Students should regularly attend remedials with the teachers.** ALL teachers have a regularly scheduled afterschool remedial time. The remedial schedule can be found on the school website at: [http://www.brent.edu.ph/newsletter/pdf/US_REMEDIAL_SCHEDULE.pdf](http://www.brent.edu.ph/newsletter/pdf/US_REMEDIAL_SCHEDULE.pdf)

c. **Monitor time.** Make sure your student is getting enough sleep with reasonable bed and wake-up times; limit TV time; limit computer time (unless necessary).

d. If your student has a tutor, **make sure the tutor is in contact with the teachers,** regularly. Counselors have lists of tutors for some subjects.

e. Ask how many remedials your student has attended. Ask the teachers, as well.

3. **Rewards and Consequences**

a. Be consistent. Reward good behavior and give negative consequences for bad behavior.

b. Increasing or decreasing time that your child is allowed to spend on his own pursuits is a great way to reinforce behaviors you want to see (e.g., grades improve—more TV time, or computer time or time with friends; grades are low—less TV time, etc.). There is a direct correlation between the amount of electronic devices (TV, Ipod, Computer, PSP, etc.) in a student’s room and their success in school.

c. Be honest and communicate regularly, don’t threaten or promise something you won’t deliver.