

## **Caring for Your Child** **Constructing a Daily Report Card**

### ***What is a Daily Report Card?***

A daily report card is an important part of helping children with attention and/or behavior problems in school. It allows you to monitor your child's behavior every day and helps motivate your child to change his behavior. It also promotes regular communication between teachers and parents.

### ***Why Use a Daily Report Card?***

These notes allow you to know when your child is doing well, not just when your child is doing poorly. It is very important that children get praise or other rewards when they do well. The notes take very little teacher time and reduce the need for phone calls home to parents.

### **Setting up a Daily Report Card**

Assistance from school counselors or school psychologists or other mental health providers may be useful when setting up a daily report card.

Work with your child's teacher to:

1. Pick goal behaviors for your child. Start small with only 2-3 behaviors. Be sure to pick goals that you think your child can achieve.
2. Speak about the behaviors in a positive way so that you are telling your child what he *should* be doing instead of what *not* to do. For example, it's better to say "raise your hand when you want to speak" instead of saying "don't call out in class."
3. Decide how to rate the behaviors. For example, behaviors may be rated on a 0-3 scale:  
0 = never                      1 = sometimes  
2 = most of the time        3 = always
4. Include the date, parent signature, parent and teacher comments, and total number of points on the note.
5. Explain the daily report card to your child.

## **31:B:200**

6. Choose rewards for your child to earn at home based on his total number of points each day. These rewards encourage your child to work hard in school. Your child should help to choose which rewards he would like to earn. Decide how many total points your child needs to earn in school in order to earn a reward at home.
7. Change the program and rewards as needed to keep you child interested.

### **Ideas for Home Rewards**

- Choosing a family activity (getting to play a favorite game with mom or dad)
- Extra time to watch TV or play video games
- Earning a special treat or small toy

### ***Why isn't the Daily Report Card working?***

Problem: The daily report card is not making it home.

Make sure that your child has a special folder in which to carry the daily report card. At the end of the day, have the teacher remind your child to take home the daily report card. Give a reward for bringing home the daily report card.

Problem: My child's behavior is not changing and he rarely earns rewards.

These notes work best when a child is earning a reward at least 3-4 out of 5 days per week. If your child is not earning rewards this often, check on the following:

*Does your child care about the reward?*

- Make sure the reward is something your child really wants to earn. Also make sure your child is not getting the reward in other ways.

*Are the goals appropriate?*

- Make sure the goals are clear. They should not be too difficult. Your child needs to understand them. Change them if necessary to make it more likely that your child earns the rewards.

*What is your child getting out of acting inappropriately?*

- The reward for acting inappropriately may be better than the reward for acting right. Try to figure out what your child is getting out of the situation. Make sure your child is rewarded every time he meets the goal.

Problem: My child does not remember his goals.

Ask the teacher to give the child reminders about the goals. Also, ask the teacher to praise your child right after good behavior

**SAMPLE DAILY REPORT CARD**

- 0 = Never
- 1 = Sometimes
- 2 = Most of the time
- 3 = Always

	Morning	Afternoon
1. Stay in seat		
2. Complete seatwork		

Total Points: \_\_\_\_\_

Teacher Comments: \_\_\_\_\_

\_\_\_\_\_

Parent Signature: \_\_\_\_\_

Parent Comments: \_\_\_\_\_

\_\_\_\_\_

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