



3 TIPS for COACHES

First impressions matter! Prepare for success on your initial call with HomeworkCoach clients. A strong start secures business; a weak one can cost opportunities.

Summary

1. Show **competence and confidence** in delivering HomeworkCoach services.
2. **Gather key information** about the student for a productive first session.
3. Confirm logistics: **schedule** the first session, **verify address** (gate code if needed).

Leave the client excited to meet you! Not calling us with concerns...



Goal One Competence & Confidence

- **Get familiar** with [our website](#) & **Homework Coach's mission**: *keeping students on track with schoolwork and fostering executive function development.*
- **Prior** to your initial call, it is **essential** to read our eBook and/or complete the online orientation. Familiarize yourself with our **First Session Plan** to prepare for inquiries regarding your methodology.
- Convey confidence and readiness to provide professional assistance.
- Avoid solely positioning yourself as a subject tutor. If a parent raises concerns about a specific subject, express your ability to assist with homework & assignments from that course. Assure them that you will provide guidance if further support is needed.



Goal Two Gather Essential Info

- **Keep the introductory call concise**, aiming for 15 to 20 minutes. You'll likely already have essential information such as the child's name, grade, and parent's concerns.
- Frame your questions **assuming familiarity the basics**, like, "I understand your student is in 10th grade and motivation is a concern. What other key details should I be aware of?"
- **Avoid appearing uninformed** and **prioritize efficiency in communication.**



Check out page 2 for a list of questions to get parents talking!



Goal Three Clear Scheduling

- Set a **firm time for the first session**. If the parent requests a "meet and greet," explain that [HomeworkCoach's policy](#) is to start immediately for an instant assessment of compatibility. Reassure them that if the fit isn't right, they won't be billed upon providing feedback to HomeworkCoach.
- Also, know that even if the parent decides not to continue after the first session, you'll still receive compensation.
- **Billing Tip:** If the parents have questions you aren't sure of the answer to, offer to ask someone at the company to call them and help.



Question Ideas

to get the

Parents Talking

 Don't ask all of these! Use as suggestions & keep the call to 20 minutes.

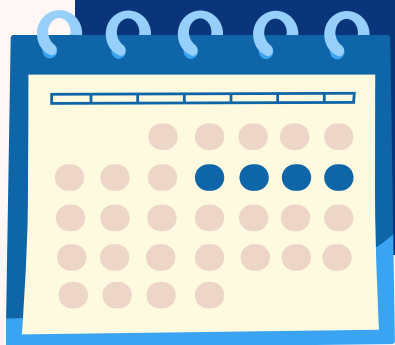
Student's Daily Life

- Describe their daily routine. Any morning or after-school struggles?
- What **extracurricular** activities does the student enjoy?



Communication & Scheduling

- How do you prefer to communicate: **text or email**?
- What **specific days** of the week that work best for coaching? (Assuming no prior scheduling information was given to you from HWC.)
- Is the student **medicated**? ***Only ask if parent has previously disclosed ADHD diagnosis*** Medication can affect scheduling, ask if it's best to schedule in the afternoon or evening.



Insight for 1st Session

- Do they have an IEP plan?
- What **strategies** have you tried that **didn't work**? (ex. planner/calendar, etc.)
- Has the student bought into the idea of me helping? If not, offer to send them our **"Why Do I Need a Homework Coach"** document.



Goals

- What is your **main goal** for the student?
- What is a **short-term goal** we can aim for in six weeks?



Welcome Aboard!