Calm, Non-Accusatory Parent & Student Conference Script

Facts Over Accusations
Zero AI-Detector Wars

Golden Rule: Never open with "*I think you used ChatGPT*" or "*An AI detector flagged this at 94%.*" Both trigger instant denial and angry parent emails — especially for EAL/IB learners. Lead strictly with **observable process facts** and a constructive path forward.

1. The 4-Step, 5-Minute Student Conversation (Before Emailing Home)

1. **Show the neutral process timeline side-by-side:** "*Before I grade this, I want to check one process detail with you. On our writing log, Paragraph 2 appeared in a single 290-word paste at 02:14 after two minutes away from the tab.*"
2. **Invite an honest explanation without trapping:** "*Walk me through how you drafted that section — did you write it somewhere else first, get help from a tool, or pull from another source?*"
3. **Run one calm 30-second authorship check:** "*Without looking at the screen, explain the main point of Paragraph 2 and what this word ('[word]') means in your argument.*"
4. **Offer a constructive academic reset (aligned to school policy):** "*My job is to grade your real writing voice so I can help you grow. Let's arrange a supervised 20-minute redraft of Paragraph 2 in your own words.*"

2. Ready-to-Send Parent Email Template (Warm, Factual, Supportive)

Subject: Checking in on [Student Name]'s [Assignment Title] writing process

Dear [Parent Name],

I hope your week is going well. I am writing to share a quick update regarding [Student Name]'s recent writing task, *[Assignment Title]*, and the supportive next step we have agreed on.

In our English classes, we use a process-based writing workspace so students can build authentic drafting and revision habits — rather than relying on unreliable AI-percentage detectors. When reviewing [Student Name]'s submission today, the process log showed that [e.g., 310 words of the final draft were pasted in a single block after two minutes of active typing], and the phrasing differed significantly from [Student Name]'s usual in-class writing voice.

[Student Name] and I had a calm, constructive conversation about this today [and I have attached the 1-page Writing Process Summary for transparency]. Because my priority is helping [Student Name] strengthen their own independent writing and assessment readiness, we have arranged [e.g., a supervised 25-minute redraft during Study Support on Thursday / next step per school policy] so I can assess their genuine work fairly.

Thank you for partnering with us to support [Student Name]'s growth as an independent writer. Please feel free to reply if you would like a quick 10-minute call.

Warm regards,
[Your Name]

Quick Pre-Send Parent Email Checklist

- ☐ Zero accusatory labels ("*cheated,*" "*plagiarized,*" or "*94% AI score*") — stick 100% to observable timestamps, paste size, and voice contrast.
- ☐ Attach the 1-page **WriteGuard Writing Process Evidence Certificate PDF** so parents and coordinators see objective process facts immediately.
- ☐ Keep your closing forward-looking and aligned with your school's Academic Integrity Policy.

The 12-Minute "Explain Your Own Essay" Reflection

Grades 7–11 · Works With Any Essay
Target: 120–180 words · 12 mins

Why This Is Every Teacher's Secret Weapon: Pair this 12-minute closed-notes reflection immediately after ANY take-home or multi-day essay submission. Genuine authors breeze through it effortlessly; students who outsourced their essay cannot fake it.

STUDENT-FACING PROMPT (CLOSED ESSAY — RUN IMMEDIATELY AFTER FINAL SUBMISSION)

Instructions: Your final essay is submitted and closed (do not look back at it). Spend 12 quiet minutes answering these **4 short questions** in plain, honest English:

1. **Your Core Claim (1–2 sentences):** Summarize the main argument of the essay you just turned in, as if explaining it to a friend in the hallway.
2. **Your Hardest Revision (2–3 sentences):** Describe one paragraph, sentence, or idea you struggled with — what did you cut, move, or rewrite before submitting?
3. **Your Strongest Piece of Evidence (1–2 sentences):** Name one specific quote, fact, or example you used and explain why it beat other options you considered.
4. **One Honest Next-Time Fix (1 sentence):** If you had 20 extra minutes tomorrow, what single specific part would you sharpen?

How Teachers Run This Cleanly

- **Zero Policing Tone:** Frame it as metacognitive reflection (counts as a quick formative check or IB ATL reflection).
- **Instant Voice Baseline:** Reading a student's 12-minute closed-notes voice right next to their multi-day essay makes genuine authorship unmistakable.
- **Time Cost to Review:** 20 seconds per student.

What to Look For in WriteGuard

- **Authentic signal:** Specific, slightly messy honesty ("*My second paragraph kept repeating paragraph one so I cut the part about buses*").
- **Conversation trigger:** Student cannot recall their own thesis or main evidence from 5 minutes ago, or writes in a radically different vocabulary baseline.

60-Second Gentle Follow-Up (If Reflection & Essay Don't Match)

1. "I noticed your reflection summary sounded much clearer and more direct than Paragraph 2 of your essay — walk me through what Paragraph 2 is arguing in your own words."
2. "Which tools or drafts did you use while pulling Paragraph 2 together? Let's rebuild one section together in your real voice."

Want all 10 AI-Resistant Writing Tasks + Live Process Playback?

The Founding Teacher Pass (USD 79/yr — limited to 50 teachers) includes the full 15-page Kit PDF, printable Student Desk Card, 24 feedback stems, and unlimited WriteGuard classrooms with 1-click Evidence PDFs. Department 10-seat passes: USD 299/yr.

writeguard.org