

The First-Session Checklist

What to prepare before session one — Analyze & Act

BEFORE THE SESSION — FOR THE PARENT

- ☐ **Write down the one thing you most want to change**
Not a list. One outcome. It keeps the first session focused.
- ☐ **Note what has already been tried**
Including what partly worked. Failed attempts carry useful information.
- ☐ **Decide what you will not speak for**
Choose at least one topic your teen answers themselves.
- ☐ **Gather any documents that matter**
IEP or 504 plan, evaluations, accommodation letters, college paperwork.

BEFORE THE SESSION — FOR THE TEEN

- ☐ **Know that nothing is decided today**
Session one is a conversation, not a commitment.
- ☐ **Bring one thing that feels hard right now**
Anything counts: mornings, deadlines, money, sleep, people.
- ☐ **Bring one thing you actually want**
Goals your teen names are the ones that survive the semester.
- ☐ **Permission to say 'I don't know'**
It is a complete and acceptable answer.

LOGISTICS TO CONFIRM

- ☐ **Time, platform link, and a quiet space**
Headphones help. A door that closes helps more.
- ☐ **Who is in the room, and when**
Agree in advance on the part of the session the teen has alone.
- ☐ **Consent and confidentiality expectations**
What gets shared back to parents, and what does not.

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WHAT HAPPENS IN SESSION ONE

- ☐ **Goals and tasks are named out loud**
Working alliance research: early agreement predicts outcomes.
- ☐ **Current readiness is mapped, not judged**
Executive functioning, healthcare, money, housing, identity.
- ☐ **One small, specific next step is chosen**
Something doable before session two.

AFTER THE SESSION

- ☐ **Write down the one step agreed on**
Put it where your teen already looks, not where you wish they looked.
- ☐ **Do not audit it for 72 hours**
Space is part of the intervention.
- ☐ **Note anything that surprised you**
Bring it to session two.

Not sure whether this is the right fit yet?

Book a free 15-minute discovery call and we will look at your teen's specific situation.

analyzeandact.com/book