

School Visit Checklist

School Name: _____

Address: _____

1 Info to collect pre-visit:

School curriculum: _____

Grades of years levels provided: _____

Language of instruction: _____

Foreign languages offered: _____

2 During the visit: Look for important indicators!!!

- School is located in a nice and accessible surrounding
- There is one campus for all year levels
- Premise of the school looks safe and secure indoors and outdoors
- Classrooms are adequate and students look focused on their work
- Students act respectfully
- Teachers seem engaged and knowledgeable
- Principal is confident and seems interested in students, teachers and parents
- Canteen is well-equipped, clean and safe
- Restrooms are sufficient, clean and dry
- There are complementary resources (library, art/music room & science lab)
- There are sports equipment & facilities (gym, swimming pool)
- Nurse service is well-equipped

3 During the visit: Try to gather as much information as possible!!!

Size of student population _____

Student-teacher ratio in class _____

Number of nationalities (diversity) _____

Start/end time of school _____

Transportation options _____

Before- or after-school activities _____

Emergency procedures _____

Regulations towards discipline and attendance _____

Policy regarding disruptive behaviours and bullying _____

Communication with parents and parent involvement _____

Homework (daily, weekly) _____

Technology use versus traditional methodology _____

Academic results of the school _____

Career counselling services _____

Proper resources to address children's particular needs _____

4 Check the reviews at SCHOOL IN. Make your own rating based on the information gathered!

	SCHOOL IN	Your rating
OVERALL	☆☆☆☆☆	☆☆☆☆☆
Location	☆☆☆☆☆	☆☆☆☆☆
Facilities	☆☆☆☆☆	☆☆☆☆☆
Academic & Curriculum	☆☆☆☆☆	☆☆☆☆☆
Languages	☆☆☆☆☆	☆☆☆☆☆
Technology Use	☆☆☆☆☆	☆☆☆☆☆
Activities & Sports	☆☆☆☆☆	☆☆☆☆☆
Diversity	☆☆☆☆☆	☆☆☆☆☆
Fees & Social Profile	☆☆☆☆☆	☆☆☆☆☆
Regulations	☆☆☆☆☆	☆☆☆☆☆
Administrative	☆☆☆☆☆	☆☆☆☆☆

You can find detailed questions for each criterion within the review section at www.school-in.com. Click on the info icon by criterion.

5 Other practical info:

Admission: procedure and due date _____

Enrolment and annual fees _____

Financial aid and scholarships options _____