School Visit Checklist

WHAT TO ASK AND WHAT TO LOOK FOR AT AN OPEN DAY

Take it with you to an open day, a meeting with school leadership, or any school visit.
Check off what you already know, jot down the answers, and compare schools after your visit.
You don't have to ask every question.
Pick the ones that match your family's priorities.

OUR KIDS
THE TRUSTED SOURCE.

SCHOOL:

VISIT DATE:

SPOKE WITH:

BEFORE THE VISIT

NOTES

○	01	Wrote down the 3-5 things that matter most to us *E.g., small classes, foreign languages, emotional support, commute, sports.*	1. 2. 3. 4. 5.

DURING THE VISIT

○	02	School philosophy: concrete examples from classroom life • What does a typical Monday at 10:15 a.m. look like? • What are the school's three most important values, and how do you see them day to day?	
○	03	School status, curriculum, and exams • Is the school entered in the register of non-public schools? • How does it deliver the core curriculum, and what are its grading policies? • How does it prepare students for the eighth-grade exam or the matura?	
○	04	Teachers: qualifications, turnover, homeroom teacher • What qualifications and experience do the teachers have? • What has teacher turnover looked like in recent years? • Who will be my child's homeroom teacher, and what is their role?	
○	05	Class size and number of adults in the classroom • How many students are in a class, and how many adults work in it? • How does the school adjust the pace and level to different children?	
○	06	Psychological support and settling in • Does the school have a psychologist or counselor, and how many hours a week are they available? • What happens when a child has a bad day? Who can they go to? • What does settling in look like for a new student, including mid-year?	

OUR KIDS
THE TRUSTED SOURCE.

DURING THE VISIT

			NOTES
○	07	Communication with parents • How and how often does the school report on a child's progress? • Who should I contact with a question, and how soon can I expect a reply?	
○	08	Tuition, enrollment fee, contract, and withdrawal terms • How much are tuition and the enrollment fee, and how many installments can they be split into? • What does tuition cover, and what do you pay for separately? • Can tuition go up, and under what rules? • What is the notice period? Is the enrollment fee refundable? • Can I get a sample contract before I decide?	
○	09	Daily schedule, meals, extracurricular activities • What are the school's hours and the hours of before- and after-school care? • How are meals handled, and are dietary accommodations available? • Which extracurricular activities are included in tuition?	
○	10	Conflict and safety procedures • How does the school respond to bullying and peer violence? • Does it have a child protection policy, and who is responsible for it? • How are students supervised during breaks and at the entrance? See for yourself: how adults talk to children, and what the atmosphere is like during breaks.	
○	11	Results and where graduates go • What are the exam results, and how does the school interpret them? Is it selective? • Where do graduates go next? • How does the school make sure the pressure to perform doesn't weigh on students?	
○	12	Talking to students and parents *For students:* What do you like most here, and what do you like least? Who do you go to when you have a problem? *For parents:* What surprised you after the first year? How does the school respond to feedback and concerns?	

AFTER THE VISIT

○	13	Impressions after the visit Do we want to come back?	My impressions: My child's impressions: ☐ yes ☐ no ☐ I want to see the school on an ordinary day
RED FLAGS	Check any you noticed:	☐ General answers with no concrete examples ☐ Frequent changes of teachers ☐ Unclear costs, or a contract available only after you decide ☐ Pressure to decide quickly ("spots are filling up fast") ☐ The school only shows its "Sunday best" ☐ "We don't have problems like that here" One concern isn't a reason to walk away, but several at once are an important signal.	**Want to know more?** The full article, with tips on how to judge the answers: *ourkids.net/pl-en/questions-to-ask-poland-schools.php* School profiles: *ourkids.net/pl-en/school-profiles.php* Open day dates: *ourkids.net/pl-en/school-open-houses.php*