

Parent Tour Evaluation

The following evaluation form has been created by The Compass School as a resource for parents to evaluate their tour experience when searching for an early childhood program.

1. ARRIVAL

Was there someone at the front desk/ office area when you arrived? Yes No

Was the doorbell answered promptly? Yes No

Who were you initially greeted by? Director (Y/N) Name: _____

Were you attended to in a timely manner? Yes No

Did you feel that you were welcomed into the school in a positive manner? Yes No

Describe Your Initial Impressions of the Director(s): _____

What did the Director say or do to make you feel comfortable and welcome? Did she/he ask questions that indicated an interest in what you are looking for in a school/center?

Describe the level of rapport you felt with Director prior to the beginning of the tour:

Excellent Good Average Below Average Poor

Comments:

2. THE TOUR

Programs & Curriculum:

Did the Director clearly explain the program's curriculum philosophy? Yes No

What is the primary education philosophy of the school/center? _____

Briefly note what important/unique components of program were described to you:

Did the Director clearly articulate the specific benefits of the school's curriculum philosophy and how your child will benefit? Yes No

If so, what are the primary strengths of the curriculum philosophy?

Did the Director explain the lesson plan process, and discuss how teachers implement the curriculum? Yes No

Did the Director provide/share an example of curriculum work for the age group in which you are interested? Yes No

Which parent communication channels were discussed by the Director as being currently utilized at the school/center in order to keep you informed and up-to-date regarding your child's growth and development?

Children's Portfolios	Yes	No
Journals	Yes	No
Lesson Plans	Yes	No
Posted and/or E-mailed Daily Highlights	Yes	No
Parent Conferences	Yes	No
Project Boards/Documentation Panels	Yes	No

Comments: _____

Did the Director discuss the educational qualifications & tenure of the staff? Yes No

How were those qualifications described? _____

Did you have the opportunity to go into a classroom? Meet and speak with a teacher?
What were your impressions of what you saw in the classroom? _____

Based on who you met, and how qualifications were described, what was your initial impression regarding the quality of the staff?

Excellent Good Average Below Average Poor

Comments:

Were you given information on the following? List any pertinent information:

a. Computer accessibility/ use of technology:	Yes	No
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b. Snacks/Meals:	Yes	No
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c. Building Security:	Yes	No
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Circle any of the following supplemental programs that were mentioned as being offered:

Spanish Creative Movement Drama Dance/Gymnastics Other: _____

What do you think are the primary benefits of sending your child to this school/center?

Do you feel that the Director addressed your needs, questions, and concerns? Yes No

3. CONCLUSION OF TOUR

Did the Director explain the contents of the Enrollment Packet?	Yes	No
Did the Director give you an enrollment packet to keep?	Yes	No
Did the Director inquire about your interest level?	Yes	No
Did the Director explain the enrollment process?	Yes	No
Did the Director explain tuition related to your child's age group?	Yes	No
Did the Director discuss availability?	Yes	No
Is a list of parent references available?	Yes	No

Comments:

4. General

Do you feel that this school/center would meet your family's needs? Yes No

If you have visited any other schools/centers in the area, what positive attributes make this one stand out? _____

Are there any areas that appear lacking based on your initial impressions?

What is your impression of the outdoor facilities/playground?

What is your impression of the indoor facilities? _____

Do you find the school/center to be warm and welcoming?

Yes No

Does the building and property appear clean and well kept?

Yes No

PROs	CONs