

## **School Tours for Prospective Parents and Families**

Welcome to Woodlin Elementary School! We would like to extend a warm greeting to you and your family and thank you for wanting to learning more about our school.

The priority at Woodlin is student safety and learning. In order to maintain a strong instructional program, tours do not include the opportunity for children to “shadow” students or spend the day going to class with a current student. Tours are an opportunity to have potential families visit and learn more about our wonderful school.

### **School Tour Schedule**

- School tours are held at 9:15 am on the 2<sup>nd</sup> Thursday of each month from January through June. Tours are approximately 1 hour in duration.
- To sign up for a tour, please call the main office at 301-650-6440 and speak to Mrs. Terri Hale, School Secretary, to schedule an appointment.
- For the safety and security of all individuals, teachers and staff must know about the presence and location of all visitors in the building. All visitors must enter the building through the main entrance, stop at the main office to sign in, and obtain a visitors pass. Thank you for your assistance in following this important procedure. We suggest you arrive early to allow enough time to sign in at the main office and obtain a visitors pass prior for the tour.
- Potential students and children are welcome to join you on the tour, but must remain under your supervision during the visit.

### **School Tour Highlights**

When you come for the school tour you can expect the following:

- Tours are led by the Principal and/or Assistant Principal. Often the PTA President or a member of the parent community will join the tour to answer questions.
- An overview of the school and a copy of our brochure outlining the instructional offerings and program highlights will be provided.
- A brief (less than 5 minutes per room) visit to select classrooms. We tailor the classrooms visited based on the grade levels of interest to the tour group.
- An opportunity to ask questions about our school.

In the event of a delayed opening or school cancellation the tour will be rescheduled for the following month. You will be contacted to confirm availability on the next scheduled date. If you are unable to attend a tour or have individual needs that the tour does not meet, please contact the school.

We look forward to meeting all of you and working with you to make your school experience positive and rewarding. At Woodlin, together we learn, explore and succeed!