



Wetherby School Tour guide



Congratulations you have been selected to be an official Wetherby School tour guide. You will be giving new parents a tour of 11 Pembridge Square.

Here are a few tips to help you with your tours:

1. Remember you are a Wetherby Ambassador at all times.
2. Please check that you are looking smart.
3. All tours will start and finish at the school office.
4. All tours should last no longer than 30 minutes that is 6 minutes on each floor.
5. You need to introduce yourself to the parents and shake their hands. Remember to maintain eye contact.
6. Plan your route carefully – start in the basement and work your way up to Year 3.
7. Explain the classes and the teachers to the parents.
8. Talk to the parents about the music room, the art room, the hall and the library. How often do you use these rooms for lessons?
9. Explain games and swimming.
10. You could explain Houses, charity work, school council, rewards at school. Anything that you think is of interest.

Thank you very much for your help.