**Blended/Virtual Accreditation Visits**

**The One-Day Chair Visit**

When possible, the Chair will conduct a one day onsite visit to the school to cover several areas in the weeks preceding the team visit. When an onsite visit is not possible, the hair will work virtually to cover the same areas with the school in advance of the team visit. **All one-day visits for our International school will be conducted virtually.**

The purpose of the one day onsite visit by the chair is to:

* meet the head of school and internal coordinators
* physically tour the schools facilities
* observe teaching and learning
* observe other school activities such as lunch, recess, pickup/drop off
* address the Finances standard
* address the Facilities standard

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| **Sample One-Day Onsite Visit Schedule** |
| 8:00-9:00  | Arrive, Meet with Administration and Internal Coordinators |
| 9:05-10:00 | Building Tour |
| 10:00-10:45 | Facilities related interviews |
| 10:50-11:45  | Classroom Observations |
| 12:00-1:30 | Working lunch with Administration and Internal Coordinators |
| 1:30- 2:30 | Review Finances and Conduct Finances related interviews |
| 2:30- 3:30  | Observe Pick-Up, Depart |

Times are flexible as are the grouping of the topics to be discussed in each meeting. The school is encouraged to make any necessary changes to the schedule to accommodate its typical day and the availability of staff, as well as travel considerations for the Chair which may require the visit to start/end earlier or later. The key is to keep in mind the need to accomplish the intended outcomes of the onsite visit as described above.

If the one-day visit cannot occur onsite, in-person, the Chair is asked to arrange video meetings to address the Finances and Facilities standards in advance of the full team visit. In this case, classroom visits will take place during the virtual team visit.