

# Ambassador Checklist



Teacher's Name: \_\_\_\_\_

Check  each item after you complete the activity with the new student.

\_\_\_\_\_ 1) Welcome the student and introduce yourself.



\_\_\_\_\_ 2) Have the student sit next to you if possible.



\_\_\_\_\_ 3) Tell the student about your class routines. (morning work, lunch count, schedule for the day, assignment book, supply list, when to sharpen pencils and go to the bathroom)

\_\_\_\_\_ 4) Give the student a tour of the school (5-10 minutes). Show the student the:



Office \_\_\_\_\_

Closest bathroom \_\_\_\_\_

Ms. Engler's office \_\_\_\_\_

Cafeteria \_\_\_\_\_

Music Room \_\_\_\_\_

Gym \_\_\_\_\_

Media Center \_\_\_\_\_

Art Room \_\_\_\_\_

Front of School \_\_\_\_\_

Important places in the classroom \_\_\_\_\_

\_\_\_\_\_ 5) Introduce the student to Ms. Zabetakis and Mrs. Moses.



\_\_\_\_\_ 6) Sit next to the student at lunch.

\_\_\_\_\_ 7) Play at recess with the student, and introduce the student to your friends.



\_\_\_\_\_ 8) Show the student how to get home if they are a walker, bus rider, or car rider.



\_\_\_\_\_ 9) Talk to them about being a Trailblazer: Paw Points \_\_\_\_\_, Trail Blazer of the Week,



Spinning the Blazin' Wheel \_\_\_\_\_ and The Pancake Breakfast \_\_\_\_\_.



\_\_\_\_\_ 9) Be friendly (tell the student about yourself, ask the student about him/herself).



Thank you for being a great Trailblazer Ambassador!