

Campus Tour English

Practice Worksheet · Guiding American visitors around our campuses

Name: _____

Date: _____

01 Welcome to San Mateo

Places around campus

Read the principal's tour speech. Complete it with the places from the word bank. Two words are extra, and they are common mistakes!

WORD BANK	front desk	meeting rooms	main hall	IT lab	soccer field	locker rooms
	swimming pool	gym	music room	cafeteria	football field	salon

"Good morning, everyone, and welcome to San Mateo, our largest campus! This is our (1) _____, where visitors check in. On your right are our (2) _____, where we meet with parents and new families. Please follow me. Here we have our (3) _____; we use it for ceremonies, conferences and graduations. Now let's go upstairs to the (4) _____, where students learn programming and digital skills. Next, let's head outside. This big green area is our (5) _____. Right next to it, you can see the (6) _____, where students change their clothes before PE. Students take swimming classes here in our (7) _____, and this indoor space is our (8) _____. Let's keep going. Can you hear the piano? That's coming from our (9) _____. Our last stop is the (10) _____. Can I offer you something to drink?"

02 Keep the Group Moving

Guiding phrases

Complete what the guide says between stops. Use each phrase once.

WORD BANK	follow me	keep our voices down	After you	On your left
	watch your step	move on	head over to	

"Are we all here? Great! Please (1) _____. Classes are in session, so let's (2) _____. (Holding the door) (3) _____! (4) _____, you can see our Teens Club. We're going upstairs now, so please (5) _____. Any questions about this area before we (6) _____? No? OK, let's (7) _____ the main hall."

03 Spot the Trap

False friends

Remember: *asistir* = attend · *atender* = help / serve / take care of · *colegio* = school · in the US, *college* = universidad

Circle the correct word or phrase in each sentence.

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|--|---|
| 1. Our students (assist / attend) classes from 7:30 a.m. to 2:30 p.m. | 2. Welcome to our (college / school)! We have students from toddlers to high school. |
| 3. Our receptionist will (attend / help) you in just a moment. | 4. Many parents (assist / attend) our flag ceremony on Mondays. |
| 5. The nurse (attends / takes care of) any student who feels sick. | 6. After graduation, most of our students go to (college / school) in Mexico or abroad. |
| 7. Our front desk team (attends / serves) about 50 families every day. | 8. Our (professors / teachers) plan their classes in the teachers' lounge. |
| 9. This is our (football / soccer) field. | 10. We (actually / currently) have about 1,200 students. |

04 Which Stop Is It?

Describing places

Read what the guide says. Circle the stop the guide is describing.

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| 1. "Children use it for storytelling and language skills."
a) Music room b) Puppet theater c) Auditorium | 2. "Hygiene and safety are top priorities here."
a) Diaper-changing area b) Cafeteria c) Locker rooms |
| 3. "Our team here helps children with learning and emotional needs."
a) Nurse's office b) Student support office c) Teachers' lounge | 4. "Every Monday we hold a flag ceremony here."
a) Main courtyard b) Main hall c) Back playground |
| 5. "It's like a mix of tennis and squash."
a) Basketball court b) Padel court c) Gym | 6. "This is where our staff plan and take breaks."
a) Main office b) Meeting rooms c) Teachers' lounge |

05 Answer the Visitors

Questions & closing

A. Match each visitor's question to the best answer. Write the letter.

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| 1. How many students do you have? | _____ | a) "About 60 percent of instruction is in English." |
| 2. What percentage of classes are in English? | _____ | b) "We serve students from 45 days old through high school." |
| 3. How big are your classes? | _____ | c) "We have about 1,200 students across our three campuses." |
| 4. What ages do you serve? | _____ | d) "Many of our English teachers are native speakers." |
| 5. Are your teachers native speakers? | _____ | e) "Our classes have an average of 22 students." |

B. Circle the most polite and professional phrase for each situation.

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|---------------------------------------|--|
| 1. You didn't hear the question. | a) What? b) Could you repeat that, please? c) Say it again. |
| 2. The visitor is speaking very fast. | a) Slow, please! b) Could you say that a little more slowly? c) Speak slow. |
| 3. You don't know the answer. | a) I don't know. b) That's not my problem. c) I'll find out and get back to you. |

C. Put the closing of the tour in order. Number the sentences 1-4.

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| _____ "If you have any other questions, please don't hesitate to contact me." | _____ "That concludes our tour. Thank you so much for visiting us today." |
| _____ "It was a pleasure meeting all of you!" | _____ "I hope you enjoyed seeing our campuses." |