

## SAMPLE AGENDA FOR “BRING YOUR MP TO SCHOOL DAY”

### 1. Welcome - from Principal/School Representative (5 minutes)

*Options to consider:*

- Engage a student in sharing the welcome comments with the Principal

### 2. Introduction to MP – from Master of Ceremony (MC) for the visit (5 minutes)

### 3. Introductory remarks – from MP (5 minutes)

### 4. Question and Answer period – students to pose questions and discuss views with MP, moderated by the MC (40 minutes)

*Options to consider:*

- From class preparations, students with prepared questions (generated by their class and written down) take turns asking them and hearing the MP's answers
- Consider ending with a brief period of additional free-ranging questions and comments
- The MC should ensure an ongoing mix of questions from the different grades/classes
- Permit the MP to offer final remarks and an expression of thanks

### 5. Closing remarks from MP (2 minutes)

### 6. Wrap up and thank you – from Principal (3 minutes)

*Options to consider:*

- Engage a student in sharing the wrap-up with the Principal