

Tutoring Agreement

Financial Agreement

Payment for tutoring services is due upon the first session of each month - \$25/hr x # of sessions. Group classes follow the same monthly schedule - \$15/hr x # of sessions. Payment may be cash or PayPal. Payments are scheduled on a monthly basis in advance of services.

Any session missed by the student is done so at the client's expense. In the event that the tutor must miss a session, it will be rescheduled at the client's convenience. See 'wellness' policy for exceptions.

Time Agreement

Parents are welcome to stay on-site during tutoring session or drop off the student. Siblings are often a distraction to students during sessions, so other arrangements are preferable. Early drop off and late pick up are not permitted due to scheduling conflicts with other students. Tutor is not responsible for student outside of agreed upon time. Parent must be reachable by phone and available in case of emergency at all times during session.

Wellness Policy

Students should not attend tutoring sessions if they are feeling ill or have any of the symptoms listed below. If the student is sick, please call, in advance, and the session can be rescheduled. If student is ill, it is not considered a missed session and can be made up at no additional cost, if the tutor is notified prior to the session.

Sick students are required to reschedule session if one or more of the following symptoms are present within 24 hrs prior to session:

- Fever (99.0 or higher)
- Vomiting
- Diarrhea
- Colored Mucus
- Cough (unless cleared by Dr.)

These symptoms follow the same guidelines present in public schools. If symptoms are present upon arrival, tutor may not continue session.

***All school system COVID-19 policies will be duplicated by tutor. If student is quarantined by the school system, please notify tutor immediately. You may reschedule sessions once quarantine period has ended. If you believe you or the student has been in contact with someone with COVID, please notify tutor to reschedule sessions.

Masks may be worn for additional safety, but do not replace quarantine protocols in the event of suspected exposure.

Student and parent accept all potential risk of exposure on the premises of tutoring location.

Behavioral Expectations

Parents are expected to reinforce cooperative behavior within the tutoring session. Tutoring sessions are intended to be respectful, friendly, encouraging, environments for learning. Parents will be notified of disrespectful or reluctant behaviors and modifications will be discussed. A student who does not demonstrate cooperativeness and willingness to learn may be asked to end tutoring sessions.

Teacher/Parent Support

It is always a great idea to discuss the fact that you are utilizing a tutor with your child's teacher if they attend a public or private school. The teacher can provide suggestions and activities that will help make the sessions more beneficial in the classroom and beyond. Coordinating tutoring and classroom goals is the best method for the student to achieve rapid success.

Parent Signature _____ Date _____

Kathleen Bryan, M.A.
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Elementary Education (K-6),
English (6-12),
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