



Back to Basics Tutoring 2022-2023

Church of the Palms - Campus Center
3224 Bee Ridge Rd, Sarasota, FL 34239

Contact Details

Corinne Boot-Handford
Director of Tutoring
e: CBoothandford@churchofthepalms.org
p: (941) 924-1323 ext 230

Attendance

Attendance is required to hold your spot. Three (3) absences in one semester is cause for withdrawal from the program. There are many children on the waiting list to be tutored. Please report sickness and expected absences as soon as possible.

Payment

Tuition is due on the FIRST day of tutoring. \$30 per student per semester. Financial assistance is available to those who qualify.

After-Hours

Tutors are not permitted to tutor outside of our Campus Center. We tutor on Tues/Thurs 2:30-5:30 only. Please do not ask our volunteers to tutor any other time..



Student & Parent Policies and Procedures

We welcome you and your child to Church of the Palms' Back to Basics Tutoring program. We're excited for the commitment you've made to have your child attend every week for the entire semester. Your child will learn and grow with the help of one of our gracious community volunteers. Please review the following policies and procedures with your child.

PLEASE ARRIVE AT YOUR SCHEDULED TIME.

If early, please wait in the parent waiting area with your child. If late, tutors will wait 15 minutes only before leaving. Parents are not permitted to stay in the Campus Center during tutoring due to noise and distractions, as well as health and safety concerns. Please report expected and unexpected absences ASAP to the Tutoring Director, Corinne Boot-Handford: 941-924-1323 ext 230 or CBoothandford@churchofthepalms.org so we can let the volunteer tutor know that your child will not be there.

BRING APPROPRIATE LEARNING MATERIALS.

Students should bring their own textbooks, worksheets, homework or projects so the tutor can help your child. Laptops may be available for use. If your child does not have homework, he/she is still expected to attend. Tutors will teach or review something else. There is always something to learn!

COMMUNICATION IS KEY!

Communicate with the tutor before or after the tutoring session to stay informed of your child's progress. Be positive and encourage your child to learn. Always be respectful of the tutor. Please communicate with your child's school teacher to let them know your child has a tutor. Have your child hand the "Teacher Support" sheet to their teacher and return it back to their tutor. This will help the tutor better understand where your child needs assistance.

PICK UP YOUR CHILD PROMPTLY AFTER THE SESSION.

Your child MUST tell the exit supervisor his/her name and see the parent/guardian before the child is allowed to leave the Campus Center. Parents should remain in the waiting area until the child is dismissed. Please notify the Director of Tutoring if changes are made in the way your child will depart. Safety is our #1 priority!

****Your online signature on the registration form confirms that you have read and understand our policies and procedures. Thank you for your support!****