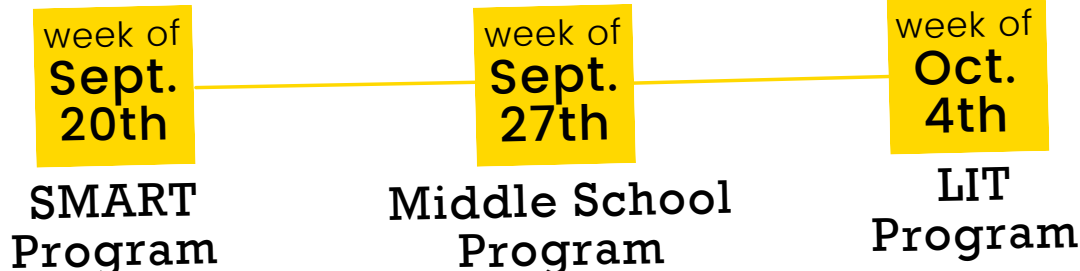


Parent Handbook Highlights

Key information from our 2021-2022 Parent Handbook
Make sure to review these details before the tutoring year kicks off. For the complete Parent Handbook [click here](#).

Program Start Dates



COVID-19 Protocols for in-person tutoring

- Masks are mandatory and must be worn at all times
- All in-person tutors have attested to being fully vaccinated against COVID-19.
- All parents/guardians must complete a consent waiver before beginning in-person tutoring.
- If your student is not feeling well...
 - tell your program manager
 - keep them home
- *If they stay home from school, they should not attend tutoring that evening.
- If your student, or someone they have been in close contact with, tests positive for COVID-19...
 - tell your program manager immediately
 - we will determine the appropriate action to take to keep COVID-19 from spreading



Attendance + Absences

Weekly attendance is the most important ingredient for student growth!

- We expect all tutors and students to commit to their weekly sessions throughout the tutoring year.
- If your student cannot attend a session, communicate as soon as possible with your program manager and your student's tutor.
- Digital pairs can (occasionally) reschedule for another TC Zoom session if their assigned night does not work that week.
- When rescheduling, coordinate with your student's tutor and let your program manager know as soon as possible.
- If your student is unable to make it to their in-person tutoring session, notify your program manager and your student's tutor no later than 3:00 PM on the day of tutoring.

Digital

In-Person

Communication

Parents + Tutors

- Communication is key to ensuring your student makes growth and their individual needs are met.
- We encourage you to communicate with your student's tutor once a week.
- We will provide their contact info during the first week of tutoring.

Students + Tutors

- TC will not facilitate any direct contact between tutors and students outside of tutoring sessions.
- Parents/guardians may provide student contact info to their student's tutor if they choose to, but this will be at their own risk

Parents + Tutoring Chicago

We will communicate with you in a variety of ways. ↓

email ● social media
parent resource page ● text on our website

Make sure to review all communications so you don't miss any important information

