Tutor/Parent/Legal Guardian/Student Partnership Agreement

Welcome to School on Wheels, Inc.! We are pleased to provide one-on-one tutoring and believe that this is the best way for our students to learn. But we cannot do it alone! It is important that our tutors, parents/legal guardians and the students work together to achieve the best possible result for the students. The partnership of everyone involved ensures that the students are given the necessary safety net needed to succeed.

The purpose of this agreement is to communicate the responsibilities and expectations between the parent/legal guardian, tutor and student. The following are agreed-upon responsibilities that we as partners will carry out to support our student’s success.

The Tutor Partnership with Parent/Legal Guardian and Student

Tutor Responsibilities:

• Tutor at least one hour each week
• Be a positive role model for my student
• Encourage and respect the individuality of my student’s unique learning style
• Notify my student and/or parent/legal guardian if I will be absent or late
• Consult with School on Wheels, Inc. staff or the student’s teacher to discuss the student’s progress if needed
• Track my student’s progress using the School on Wheels, Inc. online database

The Parent/Legal Guardian Partnership with School on Wheels, Inc.

Parent/Legal Guardian Responsibilities:

• Make sure that my child attends school regularly and on time
• Make sure that my child attends tutoring sessions on time each week
• Let the tutor and/or School on Wheels, Inc. know when my child cannot attend the tutoring session
• Contact School on Wheels, Inc. and the tutor when we move to another location
• Understand that the tutor may be assigned to another student if my child misses three (3) tutoring sessions in a row
• Encourage my child to finish his/her homework each day
• Talk to School on Wheels, Inc. if I do not feel comfortable with my child’s tutor

The Student Partnership with Volunteer Tutor and Parent/Legal Guardian

Student Responsibilities:

• Come to tutoring sessions on time and ready to learn
• Let School on Wheels, Inc. and my tutor know if I cannot attend tutoring sessions
• Respect my tutor and listen to my tutor while he/she is helping me
• Ask questions when I do not understand
• Pay attention during my tutoring sessions
• Do my homework and ask for school supplies when needed

_________________________________________  ______________________
Tutor Signature                                      Date

_________________________________________  ______________________
Parent/Legal Guardian Signature                      Date

_________________________________________  ______________________
Student Signature                                     Date

Revised 8/09
## Student Information

<table>
<thead>
<tr>
<th>Student Name:</th>
<th>DOB</th>
<th>□ M  □ F</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Race:</td>
<td>Languages spoken:</td>
<td></td>
</tr>
<tr>
<td>Parent/Legal Guardian Name:</td>
<td>Phone:</td>
<td></td>
</tr>
<tr>
<td>Parent/Legal Guardian Email:</td>
<td>Emergency Contact Name &amp; Phone:</td>
<td></td>
</tr>
<tr>
<td>Date student started at location:</td>
<td>Previous Location:</td>
<td></td>
</tr>
<tr>
<td>School currently enrolled in:</td>
<td>Grade:</td>
<td></td>
</tr>
<tr>
<td>Date started at school:</td>
<td>Previous school name/location:</td>
<td></td>
</tr>
<tr>
<td>Teacher Name(s):</td>
<td>Area(s) needing attention:</td>
<td></td>
</tr>
</tbody>
</table>

### Check the Supplies You Need:

- [ ] Backpack
- [ ] Pens
- [ ] Colored Markers
- [ ] Scissors
- [ ] Sharpener
- [ ] Colored Pencils
- [ ] Pencils
- [ ] Crayons
- [ ] Highlighters
- [ ] Pencil Case/Pouch
- [ ] Glue
- [ ] Paper
- [ ] Calculator
- [ ] Binder
- [ ] Erasers
- [ ] Ruler
- [ ] Notepad
- [ ] Dividers
- [ ] Uniform
- [ ] Other

## Tutoring Information

<table>
<thead>
<tr>
<th>Tutoring Shelter or Location:</th>
<th>City:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tutor Name:</td>
<td>Tutor Phone Number and Email:</td>
</tr>
<tr>
<td>Tutoring Schedule (Day/Time):</td>
<td>Start Date:</td>
</tr>
</tbody>
</table>

Revised 8/09
Consent Form

I, ________________________________, as the parent/legal guardian of
Parent/Legal Guardian Name – Please Print

______________________________, hereby give my permission to
Child Name – Please Print

School on Wheels, Inc. to:

☐ Speak with my child’s teacher(s) to plan educational goals for my child as well
   as to request supplemental materials for activities during tutoring sessions. I
   understand that the tutor may disclose the transitional nature of my child’s living
   situation to the teacher(s) in order to receive additional support.

☐ Photograph or film my child for School on Wheels, Inc. promotional materials
   highlighting my child’s success.

Parent/Legal Guardian Signature  Date

School on Wheels, Inc. Coordinator Signature  Date

Please complete and return all forms to your Coordinator after your first session.