



school on wheels inc.

Tutoring Homeless Children Since 1993

P.O. Box 86133 • Los Angeles CA, 90086

Phone: 213.896.9200 • Fax: 213.896.9222

Website: www.schoolonwheels.org

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



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Student Information

Student Name:	Date of Birth: _____ <input type="checkbox"/> M <input type="checkbox"/> F
Student Race:	Languages spoken:
Parent/Legal Guardian Name:	Phone:
Parent/Legal Guardian Email:	Emergency Contact Name:
Date student moved into location:	Emergency Contact Phone:
School currently enrolled in:	Grade:
Date started at school:	Teacher Name(s)

For Tutor/Coordinator to Complete:

Discussion Questions:

What is the student's greatest strength?

On what areas should tutoring focus?

Does the student have any special needs?

Tutoring Facility Name or Location:	City:
Tutor Name:	Start Date:
Tutoring Day:	Tutoring Time:



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Teacher Consent Form

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

_____, hereby
Child Name – Please Print

GIVE PERMISSION

DO NOT GIVE PERMISSION

for 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.

Parent/Legal Guardian Signature

Date

School on Wheels, Inc. Coordinator Signature

Date

Consent Form

School on Wheels, Inc. Material/Media

The following signature is needed so School on Wheels, Inc. knows your wishes in regard to you or your child being interviewed, photographed and/or filmed for use in School on Wheels, Inc. newsletters, brochures, website, in publications (magazines or newspapers), on the radio, or on film for TV or documentaries reporting on the work of School on Wheels, Inc.

I, _____
Parent/Legal Guardian Name – Please Print

GIVE PERMISSION

DO NOT GIVE PERMISSION

for my child, _____
Child's Name – Please Print
to be interviewed, photographed and/or filmed.

Parent/Legal Guardian Signature

Date

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