Dear Parents and Guardians,

Haile Middle School is offering **After-School Tutoring** to your child to provide an opportunity for academic and remedial support. This tutoring service is offered at no cost to you or your student.

Tutoring occurs **Monday through Thursday from** **4:15 pm – 5:30 pm in Room 504.** Students are not required to attend all days; they may show for tutoring without prior notification.
Students will review their grades in Focus and determine if they have any missing work. Students will complete missing work and/or receive supplemental instruction to support learning and comprehension in their classes. ***Haile Middle School is committed to academic success of all students, and we look forward to assisting the needs of your child.***

Thank you,

Irene Nikitopoulos

Principal

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Please sign and return to **Mr. Jones in Student Services** to indicate your student has permission to participate in the after-school tutoring program.

Student Name (please print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade: \_\_\_\_\_\_

I give my student permission to stay after school and agree to pick them up at 5:30 PM. **No supervision is available for late pickup. (Students in the YDASH program may return after tutoring to await their ride.)**

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Emergency Contact\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
My student will go home via:

 \_\_\_\_\_\_\_Car Pick Up (meet at front loop) \_\_\_\_\_\_\_\_Walker \_\_\_\_\_\_\_\_Bike Rider \_\_\_\_\_\_\_YDASH

 **IMPORTANT INFORMATION FOR AFTER-SCHOOL TUTORING**

**Days, Time, and Location:**

After-School Tutoring runs from 4:15 – 5:30 PM on Mondays, Tuesdays, Wednesdays, and Thursdays. Students are to meet at Room 504 by 4:15 PM. Attendance will be taken.

**Transportation After Tutoring:**

There are no school bus services after tutoring. Families must make arrangement to pick up their child from tutoring at the end of the day. If students have permission to take public transportation home, please indicate so on the application**.**

**Student Behavior and Parent Communication:**

* Student expectations: **Be Prompt. Be Polite. Be Prepared.**
* Students will leave each day with a “Tutoring Report” indicating what they completed, what is missing, and current grades. Please take a moment to check this tracking sheet after each tutoring session.
* We want to ensure that every student is safe and has a positive experience in the Tutoring Program. Below are consequences for students who do not follow expectations:

1st Incident: Verbal Warning

2nd Incident: Call home

3rd Incident: Student may be removed from the tutoring program.

**Contact Information:**

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| **Day** | **Teacher** | **Contact** |
| **Monday** | Ms. Ballard | BallardA@manateeschools.net |
|  | Ms. Fell | FellO@manateeschools.net |
| **Tuesday** | Ms. Ballard | BallardA@manateeschools.net |
|  | Mr. Jiles | JilesB@manateeschools.net |
| **Wednesday** | Ms. Bickford | BickfordH@manateeschools.net |
|  | Ms. Fell | FellO@manateeschools.net |
| **Thursday** | Ms. Bickford | BickfordH@manateeschools.net |
|  | Ms. Ebersole | EbersoleL@manateeschools.net |