

### 3232 TUTORING SERVICES

The Board recognizes that the discharge of its responsibility to provide a thorough and efficient system of education for each child in the district may require special help for some students beyond the regular classroom program. Tutorial instruction shall be interpreted to mean individualized instruction additional to, and in support of, regular classroom instruction and other services such as speech, OT, individual coaching, counseling, etc.

Wherever possible within the working day, each teaching staff member shall assist assigned students in the remediation of individual learning difficulties.

In certain cases where extra help is desirable and the parents or guardians request such assistance, a teacher or administrator may recommend that the parents or guardians secure tutorial services for the student.

To avoid placing a teacher in a position where he/she may have a conflict of interest, teachers shall not tutor, for a fee, students enrolled in their classes or upon whose evaluation or assignment they may be called upon to pass. Nor shall any employee of the Board make a commitment to perform services for extra pay when he/she has been instrumental in recommending the need for those services.

Teachers shall not tutor any student for pay during regular working hours or on school premises.

Tutorial, bedside or supplemental services, when funded by the Board of Education, are exempt from these conditions.

Permission to suspend these conditions may be granted by the Superintendent in special circumstances.

Adopted: 19 October 2016

