



Albany Public Library

www.albanypubliclibrary.org

Tutoring Policy

PURPOSE:

In support of the Albany Public Library's mission "to educate" the members of our community, the Library offers use of our facilities for tutoring sessions between educators and area youth.

POLICY:

We ask that all non-library sponsored tutoring adhere to the following policies:

- Study rooms are available on a first-come, first-served basis. The Library reserves the right to book study rooms for library sponsored tutoring at any time.
- Tutors are responsible for the behavior of their students during their agreed upon tutoring session.
- Both tutors and their students must abide by all other Library policies including, but not limited to, Behavior, Internet Use, and Service to Children.
- A Parent or Guardian must be on the premises at the beginning and end of a tutoring session for any child under the age of 9.

RESPONSIBILITY:

It is the responsibility of all Albany Public Library staff to enforce this policy.

PROCEDURE:

As stated above

APPROVED ON:

October 14, 2014 (Revised on October 2016)

REVIEW DATE:

October 2018