

Williston Park Library

Tutoring Policy

Non-profit and paid tutoring will be allowed in the Library. The policy is as follows:

Paid tutors **may not** publish or distribute advertisements or letters indicating the Library as their place of doing business or otherwise imply Library sponsorship of their activities. Monies **cannot** be exchanged in the Library.

A maximum of 2 students per tutor is allowed.

All tutoring sessions cannot exceed 1 hour.

All tutoring sessions **must** end 15 minutes prior to closing. Tutors **must** make sure that students have arranged for a ride home and that the ride will arrive **before** closing.

Children under 18 years of age who are tutored in the Library are the responsibility of the tutor while on Library property.

Tutoring activity may not disturb staff or library users. Unacceptable behavior includes, but is not limited to: engaging in loud or disruptive conversation or conduct, use of cell phones, monopolizing work areas.

The Library does not provide school and office supplies. Tutors **must** bring any needed items for their sessions.

Library staff maintains the right to ask the tutoring to cease if the space being used is needed for other Library purposes. The Library is not obligated to accommodate any tutor on a regularly scheduled basis.

Non-compliance to the above guidelines will result in tutors and students being asked to leave the Library.

Adopted: September 22, 2015

