



In Home tutoring Regulations and Expectations

1. **In-home tutors must commit to a minimum of six months of service.** As refugees, these children have seen and been through things that we cannot even begin to imagine. They've left behind everything and everyone that they know and have moved from place to place in search of safety and security. And now that they've finally found a safe haven, what they need most is a consistent, long-term commitment from the people that enter their lives.
2. **In-home tutors must meet with their tutee for a minimum of two hours every week.** Our refugee kids need as much help as they can get and will come to rely heavily upon your tutoring sessions. Often, your two-hour sessions are the only time during the whole week that they receive help with homework.
3. **In-home tutors must commit to a consistent schedule and come at the same time and day each week.** As stability and a sense of normalcy are crucial to the psychosocial healing of refugee youth. It is imperative that volunteers fully commit to the schedule agreed upon between them and their tutee's family. Furthermore, many of our children and their parents are just beginning to learn time and days of the week; therefore, if you do not maintain a consistent schedule, it is possible that the refugee student will not be at home for your tutoring session.
4. **If you are unable to attend a session, please contact the family as soon as possible.** Often, texting is the easiest form of communication for English language learners. If the family does not have a phone or you are concerned that they did not understand you, please contact the volunteer coordinator.
5. **If you are unable to attend two or more consecutive sessions, please contact the family and the volunteer coordinator.** Personal matters, illness, and travel often arise during your six month commitment. Consistent communication with your tutee and our office helps make sure everyone has clear expectations.
6. **In-home tutors MUST commit to completing a monthly tutor report.** If we place a volunteer in a home, it is our responsibility to monitor the situation. Failure to complete monthly evaluations may result in the termination of your tutoring services. Furthermore, these forms are crucial to the RefugeeOne Youth Program staff and our ability to effectively serve our refugee clients. We are in constant communication with our children's schools, teachers and parents, and it is extremely helpful for us to have the most accurate and up-to-date information about their academic level and progress. So please, please complete the monthly evaluation surveys!
7. **Please communicate any questions, concerns or issues to the volunteer coordinator.** The entire staff at RefugeeOne are here to help you and the family in any way that we can! Please do not hesitate to contact us!