



Tutoring Policy:

The Boyden Library affirms that tutoring is an activity consistent with the Library's role as an educational center in the community, and welcomes tutors and students to make use of the Library's space and resources to further those goals. To accommodate the needs of all library patrons, the Board of Library Trustees endorses the following policy relative to tutoring:

1. Professional tutoring is permitted in the Tutoring Room of the Library, and in other public areas when available, during normal hours of operation. The Library reserves the right to limit tutoring activities if they interfere with Library operations or becomes disruptive to other library patrons.
2. There is a limit of two (2) students per tutoring session to ensure that the Library remains a safe, quiet workspace for students and tutors, as well as for patrons and staff.
3. Tutors are responsible for students under ten (10) years of age while on Library property, or until released to a parent or legal guardian. Parents are encouraged to remain in the Library for the duration of the tutoring session.
4. Tutors and students must provide their own supplies.
5. The Library staff will not be responsible for making or canceling tutoring sessions, nor for taking or relaying messages for tutors.
6. The Library does not sponsor, recommend, or assume any liability or responsibility for the work and/or activities of tutors who make use of the Library's publicly available space.
7. No publication of or distribution of advertisements or letters identifying the Library as a tutor's place of doing business, or implying Library sponsorship, shall be permitted.
8. Any fees that are negotiated for tutoring are between the tutor and the tutee. The Library is in no way involved in fees charged, nor does it endorse the charging of fees for tutoring within the Library. All arrangements, monetary or otherwise, must be made between the tutor, student, and parents.

9. All tutoring sessions must conclude no later than 15 minutes before the stated closing time, in order to allow the Library to close in an orderly fashion and as scheduled.
10. Violation of this Tutoring Policy, or of any other related Library Policies, may, at the discretion of the Library Director, result in the loss of privileges associated with use of the Library's space for tutoring purposes.

Approved by the Boyden Library Board of Trustees, 6/13/23