

LAKE FOREST



your best choice

W. T. Chipman Middle School
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Administrative Team:
 Eric Stancell, Principal
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Tuesday, October 24, 2017

Dear Parents, Guardians, and Students,

The first marking period of the 2017-2018 school year is coming to a close, and W.T. Chipman is off to a great start! We are truly appreciative of the support we have received from our parents, students, and community members. As always, the academic success of our students is paramount. WTC will once again offer after-school tutoring support to all students. Tutoring will begin on Thursday, November 2, 2017, immediately after school, and will last an hour. Transportation will not be provided, so please ensure that your child has a ride home. The tutoring schedule is as follows:

Tuesday	Thursday
English	Math
Social Studies	Science
Curriculum Support	Drop-in (homework support, computer use)

All students are welcome to partake in tutoring. There are two parts to tutoring sign-ups. First, please complete the Tutoring Permission portion of this letter and return it to school. This gives your child permission to participate in the program. Second, we understand that not all students want or need every session of tutoring, so we also ask that students sign up 24 hours in advance of each session (by Monday for English/SS/CS or Wednesday for Science/Math/Drop-in). This will give us the opportunity to know how many students will be staying for each session. Students who are interested in tutoring may see Mrs. Tazewell in the main lobby. She will have signup sheets. Tutoring will end promptly at 4:40PM. Pick-up will be from the front entrance, and teachers will escort students to the front lobby.

Thank you for your continued support. Should you have any questions, feel free to call us. The back of this document contains some frequently asked questions. Please read them for additional information.

Sincerely,

W.T. Chipman Administrative Team

Please return this portion to your homeroom teacher if you are interested in tutoring.
Permission to Attend Tutoring for the 2017-2018 School Year

I give permission for _____ to attend after-school tutoring on Tuesdays and/or Thursdays. I understand that tutoring will end promptly at 4:40PM and that transportation will not be provided. I will ensure that my child is picked up promptly at 4:40PM by the front entrance.

Child's Printed Name _____ Walker or Car Pick-Up (circle one)

Parent or Guardian's Printed Name _____

Parent or Guardian's Signature _____ Date _____

Tutoring...FAQs

Tutoring Dates for the 2017-2018 school year. On Tuesdays, we will have English, Social Studies, and Curriculum Support. On Thursdays, we will have Math, Science, and Drop-in. Drop-in is for students who require homework support, computer use, or other supports that do not require a content-specialist.

Tuesdays (English, SS, Curriculum Support)	Thursdays (Math, Science, Drop-in)
November: 7, 14, 28	November: 2, 16, 30
December: 5, 12, 19	December: 7, 14
January: 2, 9, 23, 30	January: 4, 11, 18, 25
February: 6, 13, 20, 27	February: 1, 8, 15, 22
March: 6, 13, 20, 27	March: 1, 8, 15
April: 10, 17, 24	April: 12, 19, 26
May: 1, 8, 15, 22, 29	May: 3, 10, 17, 24, 31

Does my child need tutoring?

Tutoring is for all students and, yes, all students can benefit from tutoring. Tutoring offers students additional instructional support. It focuses on reinforcing the curriculum.

Will transportation be provided?

No, transportation will not be provided.

What does my child need to bring to tutoring?

Your child should bring work from the class he/she wants the additional supports. For example, if there is an English project, math, science or social studies assessment looming and your child wants extra help, tutoring is the perfect opportunity. Tutoring is also a great opportunity to receive homework support.

How long will tutoring last?

Tutoring sessions are one hour, begin immediately after school, and end at 4:40PM.

Where will the tutoring sessions be held?

Tutoring takes place in a classroom. Different teachers tutor on different days. The actual location for each session will be listed on the sign-up sheet that will be in the main lobby.

How do I register my child for tutoring?

First, return the Tutoring Permission portion of this document to your child's homeroom teacher. Once we have this, your child will go to the main lobby and place his/her name on the sign-up sheet for the specific date. This must be done 24 hours in advance of the tutoring session. In addition, you as the parent/guardian may also call the school and add your child's name to the list.

How will my child know if tutoring is cancelled?

In the event that we must cancel tutoring, an announcement will be made by 2PM.

My child plays sports. Is he/she able to participate in after-school tutoring?

Yes. Athletes must communicate with their coaches in advance of tutoring. Most athletes attend the first 30 minutes of tutoring and then report to practice. Athletes are welcome to stay the entire hour, but this will require approval of the parent and/or guardian as well as the coach.