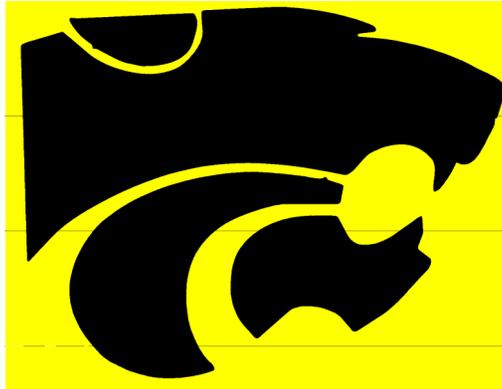


Tips to Remember

- *be a good role model*
- *be patient*
- *be positive*
- *be on time*



CUBA HIGH SCHOOL



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CUBA HIGH SCHOOL A+ TUTORING GUIDELINES



*Prepare yourself for the
future
with the A+ Program!*

TUTORING TIPS:

1. *Introduce yourself to your student(s).*

- Questions can be asked by both you and the student to get to know each other. Find common interests to initiate positive communication.
- Learn the student's name and correct pronunciation immediately. If you are volunteering in a classroom, ask the teacher for a class list to facilitate your learning process.
- Always be friendly, polite and respectful.

2. *Reinforce skills they already have or things they already do well.*

- Encourage students. Focus on and reinforce the student's successful work with positive language. Give encouragement and praise positive behavior and work attitude.

3. *Give your student(s) undivided*



attention while tutoring them.

- Students learn at their own pace. Do not feel responsible for judging a student's abilities, progress or behavior.

4. *Let your students know you care about them.*

- Treat your student with trust, respect, and acceptance.

5. *Let your student know that you are human too.*

- Don't be afraid to make mistakes, or say, "I don't know."
- Some students are very quiet and it is important to be aware of their body language. Often students let you know in subtle ways what they are thinking, how they feel and whether they understand.

6. *Be patient.*

- Encourage students to do their own thinking. Give them plenty of time to answer. Silence can mean they are thinking of organizing what they want to say or write.

7. *Be positive.*

- Focus on and reinforce the student's successful work with

positive language. Give encouragement and praise positive behavior and work attitude.

8. *Make sure you are never left alone with the student you are tutoring.*

- Keep a door open and make sure an adult is nearby you.

9. *Know and abide by the classroom rules.*

- You are a role model! You are representing the Cuba High School A+ program. Makes us proud of you!

10. *Keep your commitment.*

- The students will expect you and look forward to your coming to their school. Do not make promises you cannot keep; students remember everything. If at anytime you need to stop tutoring or cannot attend a session, please let your assigned supervisor and Mrs. Hulbert know.