

Description of Tutoring Services



The staff at the Summit Resource Center is experienced in providing tutoring services to students with a wide range of pre-academic and academic needs. Many of our tutors have master's degrees and are experienced in the teaching field. Since we recognize and appreciate the unique nature of different learning styles, our tutoring programs are designed to address the individual learning needs of each student. Throughout the tutoring process, much care and consideration is given to ensure that a student's program addresses current learning needs and adapts to meet the changing needs as a student progresses.

INITIAL SCREENING (IF NEEDED) AND PLACEMENT:

A screening of academic skills may be conducted to determine the most appropriate intervention strategy for your child. The assessment covers academic and achievement skills in the areas of reading, written language and math. This session enables the tutoring coordinator to determine the best match between our tutoring staff and the needs of the child. Every effort is made to provide a program that pairs the learning needs and personality of a student with the teaching strengths of a tutor.

Following the screening, the tutoring coordinator reviews the student's learning profile with the tutor and together they design an appropriate program.

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POLICIES

1. Payment is accepted in the form of check, money order, or credit card (Master Card, Visa, AMEX, or Discover). Checks are made payable to The Summit School.
2. Cancellations require notice to the tutor (as early as possible) in order for you not to be billed for a tutoring session.
3. If your child leaves school early due to illness, or if a tutoring session must be canceled at the last minute due to an emergency, provided notice is given the tutor as soon as possible you will be billed to cover the expenses of the tutor (i.e., child care costs, travel, etc.).
4. Before the tutoring begins, the family pays the Placement Fee, and testing fee if applicable.
5. If a family wishes to discontinue tutoring, they may do so by informing the tutor and tutoring coordinator.
6. A parent or guardian must be present at all in-home tutoring sessions at all times.

If academic testing reports are already available from recent testing through another diagnostician, the initial screening fee is waived and the tutoring coordinator uses the testing available to aid in designing the student's program with the tutor. In this case only the Placement Fee is billed when the tutor is assigned. Initially and throughout the process, the tutoring coordinator serves as a resource to families and the tutoring staff.

TUTORING PROGRAM:

The tutoring programs are individualized to meet the unique learning needs and learning styles of each student. Our staff is trained and experienced in providing support to a wide range of academic programs from kindergarten through college level, in public and private settings. We value a multi-sensory approach to instruction, and many of our tutors are experienced in using multi-sensory, phonics-based approach to reading instruction, such as Orton-Gillingham, PhonoGraphix, Wilson, and Summit Word Sense. We address executive function skills such as study skills and organization in addition to other academic support. We offer tutoring for expository (academic) writing using EmPOWER, an explicit process-based methodology. We also have professionals who can provide SAT preparation.

