

Hamilton Parish Council Tutorial Program



Community learning & support

Background:

Please refer to Appendix A of this document as it relates to the background of this program.

Rules:

1. The program is managed by the Chairman or designee of the Hamilton Parish Council (HPC). This includes the "house rules" as detailed in Appendix B.
2. Typically, only boys enrolled in Middle School and residing in Hamilton Parish qualify. The manager of the program reserves the right to allow slightly older students to participate if he/she believes it is appropriate to do so.
3. Tutors shall be sourced and vetted by the Chairman of the Hamilton Parish Council or his/her designee.
4. The venue shall typically be at the Bethel AME Church in Shelly Bay on a Saturday morning typically at 10:00am.
5. Tutors will be expected to assess all students. Tutors will also report back to the Chairman of the HPC as it relates to study progress.
6. Class sized are expected to be no larger than four students to one tutor.
7. All program costs shall be provided by the Hamilton Parish Council. Students, their parents or guardians are not expected to be charged.
8. At least on a semi-annual basis the Chairman of the HPC will report to the HPC about the progress and results of the program.
9. The treasurer of the HPC shall show in the financial statements of the HPC the costs of the program and any donations made to it.
10. The rules of this program shall not be changed without the approval of the Hamilton Parish Council. Approval shall be evidenced through signed Minutes of the HPC.


Signed & Dated
Chairman: Hamilton Parish Council

19 Mar 2019
Print name

Appendix A

Purpose:

The Hamilton Parish Council Middle School Tutorial Program (the "Program") was founded to offer middle school boys residing in Hamilton Parish free math tutoring.

Background:

It has been found via anecdotal offerings that middle school is where young men start to stray from the academic environment. The major issues are that they either don't grasp understanding the fundamentals of multiplication and division or they fail to understand how these concepts are applied in higher mathematics. The other extreme is that they are not challenged or motivated with the work that is being assigned in class. Either of these issues left unattended could or can, as in more cases then acceptable lead to poor grades, antisocial behavior or patterns of behavior that have severe consequences.

Program benefits:

Typically, private tutorial programs are cost prohibitive. In addition, the program venue is sometimes not at a place close to home. Parents or custodians resources (time and money) are being challenged at every turn. Thus, the reason the program is operated in the local community and also underwritten by the Hamilton Parish Council and thus offered free of charge to all participants.

Trial period:

In October 2018 a four-week trial program was initiated. Taking place on Saturday mornings from 10am to 11am, three young men were assessed and coached. Both students and parents were pleased with the out-come, and as a result confidence in the program's ability to deliver the kinds of guidance & support necessary for students to better understand multiplication and division was achieved.

Moving forward:

We commenced with the second session during February 2019. That will run for ten weeks. Classes consist of the first cohort and a new cohort of four young men. We also have a second tutor for the new students.

Class sizes are small. There is a three-to-one or four-to-one ratio between tutors and students to maximize interaction, enhance the learning process, develop better study habits and keep distractions to a minimum during the sessions.

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Appendix B

HPC TUTORIAL PROGRAM - HOUSE RULES

1. BRING A POSITIVE ATTITUDE
2. BRING A RULER (IN & CM), PENCILS (#2) AND A NOTE BOOK NOT LOOSE LEAF
3. ARRIVE PROMPTLY
4. HAVE PRIOR DISCUSSION BETWEEN THE PARENT/CARE-GIVER AND TEACHER TO IDENTIFY AREAS OF WEAKNESS
5. CLASS PARTICIPATION IS REQUIRED
6. ANTISOCIAL BEHAVIOR WILL NOT BE TOLERATED, AND CAN LEAD TO EXPULSION FROM THE PROGRAM
7. PARENTS MUST ADVISE THE ADMINISTRATOR OR INSTRUCTOR IF STUDENT IS TO BE ABSENT AS SOON AS POSSIBLE BY PHONE CONTACT OR EMAIL.
8. TWO ABSENCES WITH OUT CONSULTATION WILL RESULT IN STUDENTS DISMISSAL.

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