



LearningPal.Org

PARENT/GUARDIAN AGREEMENT

Revised August 2026

Welcome to LearningPal.org! We're so glad your child will be joining our reading program. This document explains what you can expect from us, what we ask of you, and how we work together to support your child's reading journey.

Please read it carefully, and sign at the bottom.

ABOUT LEARNINGPAL.ORG

LearningPal.org is a registered non-profit organization that provides free, online reading tutoring to children in grades 1, 2, and 3. Our tutors are volunteer high school students who meet weekly with young readers to build confidence and literacy skills.

All of our tutors:

- Complete an application and screening process
- Provide a student card for identity verification
- Receive training on how to work with young learners
- Are supervised and supported by LearningPal.org staff
- Follow a strict Code of Conduct

Contact: info@learningpal.org | <https://learningpal.org>

HOW SESSIONS WORK

Your child will be matched with one tutor for the duration of the program. This consistency helps build trust and a positive learning relationship.

- Sessions take place online via Google Meet
- Each session is approximately 1 hour
- Sessions happen weekly, on a day and time you agree on with your tutor
- Your child will read with their tutor, play literacy games, and practice reading skills
- Sessions are designed to be fun, engaging, and encouraging



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OUR COMMITMENT TO YOUR CHILD

We promise to:

1. BE SAFE

- All tutors are trained and follow a strict Code of Conduct
- All tutors provide a student card for identity verification
- Tutors never share personal contact information with families
- Tutors never meet with learners outside of scheduled sessions
- A staff member is always available to address concerns

2. BE SUPPORTIVE

- Tutors are patient, kind, and encouraging
- Sessions are tailored to your child's reading level and needs
- We celebrate effort and progress, not just perfection

3. BE RELIABLE

- Tutors show up on time for sessions
- If a tutor must cancel, we give as much notice as possible and reschedule
- You'll receive a brief progress note after each session so you can follow along

VERIFICATION REQUIREMENTS

To ensure the safety of all participants, LearningPal.org requires:

1. For parents/guardians: A piece of government-issued photo ID (e.g., driver's license, passport, or provincial ID) for identity verification purposes. This helps us confirm that we are working with the legal parent or guardian of the child.

2. For tutors: A student card or government-issued photo ID for identity verification.

All verification documents are used solely for identity confirmation and are stored securely in accordance with our Privacy Policy. Documents are not shared with any third party and are deleted upon request or when no longer needed for program purposes.

WHAT WE ASK FROM YOU

To make this program successful, we ask that you:



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1. BE PRESENT

- Please ensure your child is available and ready for their session at the scheduled time
- Make sure your child is in a quiet space with minimal distractions
- Help your child log into Google Meet at the start of each session

2. BE SUPPORTIVE

- Encourage your child to do their best
- Celebrate their effort and progress
- Let us know if your child is struggling or if something isn't working

3. BE COMMUNICATIVE

- Respond to communications from your tutor and LearningPal.org staff
- Let your tutor know as soon as possible if you need to cancel or reschedule a session
- Tell us about any concerns — we're here to help

COMMUNICATION AND SCHEDULING

- All communication with your tutor will happen through their LearningPal.org email address
- Your tutor will send you a calendar invitation for each session

REPORTING CONCERNS

If you ever have a concern about a session, your tutor, or anything related to the program:

1. Contact LearningPal.org staff right away at: info@learningpal.org
2. We will follow up with you promptly
3. Your concern will be taken seriously and treated with respect

You are always welcome to observe a session if you have concerns.

WITHDRAWAL

You may withdraw your child from the program at any time. Simply email info@learningpal.org, and we will end the sessions.

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CONFIDENTIALITY AND PRIVACY

We take your family's privacy seriously. All personal information collected is used only for program purposes and is protected in accordance with our Privacy Policy, available at: <https://learningpal.org/privacy-policy>

We do not share your information with third parties.

ACKNOWLEDGMENT AND AGREEMENT

I have read, understand, and agree to the terms of this Parent/Learner Agreement. I consent to my child's participation in the LearningPal.org tutoring program.

I understand that I am required to provide a piece of government-issued photo ID for identity verification purposes before my child can begin sessions.

PARENT/GUARDIAN INFORMATION

Parent/Guardian Name (printed): _____

Child's Full Name: _____

Child's Grade: _____

Parent/Guardian Signature: _____ Date: _____

Phone: _____ Email: _____

VERIFICATION DOCUMENT SUBMITTED (FOR OFFICE USE ONLY)

[] Government-issued photo ID received and verified

Date Verified: _____ Verified By: _____

FOR OFFICE USE ONLY Date Received: _____ Tutor Assigned: _____