

**Fairview Free Public Library**  
**TUTORING POLICY (VOLUNTEER AND PAID)**

The Fairview Free Public Library recognizes the benefit to the students and parents of the community of permitting tutoring within the Library. The following procedures are intended to provide a balance between the use of the Library by tutors and their students, and the use of the Library by other members of the community.

The Library reserves the right to restrict or ban tutoring at any time without prior notice in the event that it unduly interferes with use of the Library by others.

In order for Fairview Free Public Library to assure that tutoring within the Library is in line with the Library's service to the community, the following regulations apply to all tutoring which takes place in the Library and the meeting room:

- Either the tutor or the student must be a resident of the Fairview School District and have a library card.
- Children under the age of 8 must be accompanied by a parent at all times.
- All library policies and regulations must be followed.
- The Library Director may designate a space in the library for tutoring.
- Library tables seat four people. A tutor and student are required to leave one half of the table free for use by other patrons.
- Library staff may ask tutoring to cease if space being used is needed for other Library purposes.
- The Library is not obligated to accommodate any tutor.
- Tutors are permitted to work with only one student at a time.
- Tutors and students must bring their own supplies.
- Tutors may not solicit Library patrons on Library property.
- Tutors may not publish or distribute advertisements for their services on Library property identifying the Library as their place of doing business, nor may they in any way imply Library sponsorship of their activities.
- The Library does not sponsor, recommend, or assume liability or responsibility for the work and/or activities of the tutors and students who use available Library space.

Use of the meeting room is at the discretion of the Library Director.

This policy is determined by the Library Board of Trustees and is subject to periodic review and/or revision at the discretion of the Board.

*Adopted by the Fairview Library Board of Trustees June 17, 2019*  
*Effective September 4, 2019*