**Roadrunner Tutoring 2025–2026 Family Agreement**

Dream Big. Achieve Big.

Welcome to a new year with Roadrunner Tutoring! I’m so excited to support your child’s learning journey. This document outlines important expectations, policies, and communication guidelines to help us work together successfully.

**Session Scheduling**

* Sessions are booked in advance on a weekly or recurring basis.
* Please provide at least 24 hours’ notice for cancellations or reschedules.

**Late Policy**

* Sessions begin and end at the scheduled time.
* If you arrive late, we will use the remaining time, but additional minutes may not be added.

**Payments: ESA/Private Pay**

* (ESA)Invoices are sent every Friday for that week’s tutoring services.
* ClassWallet/ESA users: invoices must be uploaded no later than the following Monday.
* Private pay (Zelle or Venmo): payment is due after tutoring session is complete.
* If payment will be delayed, please communicate with me in advance to avoid disruption in tutoring.

**Cancellations, No-Shows & Sick Policy**

* One free cancellation per month is allowed with at least 24 hours notice.
* No-shows or same-day cancellations may be charged in full.
* Two no-call/no-show incidents will result in your child’s tutoring slot being released.
* There is no charge for cancellations due to illness—please just communicate as early as possible.

**Communication**

* I’m available via text or email Monday–Friday from 7am to 5pm.
* Please allow up to 24 hours for a response.
* I’ll share regular progress updates and welcome collaboration with families and teachers.

**Parent Involvement**

* You are your child’s biggest cheerleader! Please help ensure they are fed, rested, and ready to learn.
* If you have any questions or concerns, I’m here to support your child’s success.

**Respect & Positivity**

* I strive to make learning fun, supportive, and confidence-building.
* Respectful, kind communication and behavior is expected from both students and families.

Let’s make this a year of growth, confidence, and progress—together!

Thank you for trusting Roadrunner Tutoring with your child’s education.

**Acknowledgment**

By signing below, I acknowledge that I have read and understand the 2025–2026 Roadrunner Tutoring Family Agreement. I agree to follow the policies and expectations outlined above.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

☐ I agree to the above terms.