



Mendon Public Library Tutoring Policy

The Mendon Public Library supports users of every age with lifelong learning resources. To aid in the instruction of students, the Library permits tutoring in accordance with this policy.

- Tutoring is allowed at the counters near the reading area and the two front tables facing North Main St. Tutors should avoid using the children's area or the reading area near the fireplace. Library visitors will not be asked to move to accommodate a tutoring session. If a tutor prefers a reserved space, a study room can be reserved in accordance with the Library's study room policy.
- The Library staff reserves the right to restrict tutoring if space is limited or tutoring activities interfere with Library operations.
- Conversations or instruction should not be loud enough to distract other Library users.
- It is recommended that tutors check the Library's hours of operations and program schedules before making appointments with students. Sessions should end at least 15 minutes prior to library closing and should avoid scheduling conflicts with Library programs.
- Library staff is happy to assist tutors and their students, just as they assist any patron of the Library. However, the Library staff should not be relied upon to deliver messages, or to find a tutor for a student.
- Tutors are responsible for the behavior of the students. According to the Mendon Public Library Code of Conduct - Children under the age of ten must be under the direct supervision of parent or designated responsible adult at all times. The Library assumes no responsibility for children left unattended.
- Tutors may not publish or distribute advertisements or letters identifying the Library as their place of doing business or imply Library sponsorship of their activities.
- The Library does not sponsor, recommend, or assume liability or responsibility for the work and/or activities of tutors who use available library space. All arrangements must be made between the tutor, student and parents.

Approved by the Mendon Library Board of Library Trustees on 11.4.2013; reviewed January 7, 2019 by the Mendon Library Board of Trustees