

DeKalb Public Library Tutoring Policy

The DeKalb Public Library allows tutors to utilize Library space to conduct their business. The Board of Trustees authorizes the Library Director to establish reasonable procedures governing tutors and tutoring in collaboration with the Board of Trustees. The Library does not sponsor, recommend, or assume liability or responsibility for the work and/or activities of any tutor or group of tutors. Tutors may not use the Library logo in any form or identify or imply that the Library is a sponsor of their activities.

Approved by the DeKalb Public Library Board of Trustees 05/2023

DeKalb Public Library Tutoring Procedures

1. The Library does not sponsor, recommend, or assume liability or responsibility for the work and/or activities of tutors who use Library space.
2. All tutoring arrangements must be made between the tutor, student, and parents. Library staff will not deliver messages or help find a tutor.
3. Tutors may use the study rooms in accordance with the Study Room Use Policy.
4. Tutors assisting children ages birth through 5th grade may use study tables in the Youth Services department. Tables cannot be reserved, nor can the expectation be made that others will be asked to move to accommodate a tutoring session. Tutors serving children in 6th-12th grade or adults may use the curved tables in the Main Lobby. No other areas of the building may be used for tutoring sessions.