XYZ Tutoring Program
One-Day Orientation Agenda

8:00-8:30  Welcome and introductions

8:30-9:30  Program overview

9:30-11:00  What children are like:
- An overview of child development
- How most children learn to read
- Strategies for guiding children's behavior
- Building a trusting relationship with a child

11:00-12:30  The tutoring approach:
- The reading curriculum used by the tutoring program
- The reading approach used by the school system
- Tailoring the curriculum to address individual needs, planning the first session
- Assessing the child's reading abilities and tracking the child's progress

12:30-1:30  Lunch

1:30-3:00  Support for tutors:
- Ongoing training and supervision
- Resources (materials, books, workshops, Web sites, listservs), the role of the reading specialist
- Strategies for handling problem situations

3:00-4:00  Working as a team:
- Coordinating with tutoring program partners (e.g., the school; child care or Head Start program; Even Start, HIPPY or other family literacy program; library; community groups)
- Following the tutoring program's policies and procedures
- Handling problem situations
- Making referrals, as appropriate

4:00-4:30  Questions, evaluation and wrap-up