

**The Parent Resource Center
Fairfax County Public Schools
Department of Communications and Community Outreach
2334 Gallows Road, Room 224, Dunn Loring, VA 22027, 703-204-3941**

Guidelines for the FCPS PRC Tutors/Speech-Language Pathologists List

By applying for inclusion on the Tutors/Speech-Language Pathologists lists located on the PRC web site, you have agreed to the following:

1. You must be a **current FCPS employee and a licensed FCPS teacher or licensed speech-language pathologist.**
2. You must comply with **regulation 4705**, and in particular the prohibition on tutoring/instructing students already assigned to you in your FCPS position. You also must avoid all other conflicts of interest between your regular FCPS position and your private instruction.
3. Other than providing information to the PRC list, you **may not** advertise your private tutoring/speech-language services by using FCPS resources. Nor may you use FCPS equipment, materials or property in your business unless you have paid the appropriate rental fees.
4. You must provide a copy of **Attachment E to R8420** to all families to whom you provide private tutoring or speech-language services.

To be considered for the Tutor/Speech-Language Pathologist list, you must complete the information below, sign and date the form, and provide your FCPS email address. The original form with your signature can be mailed or forwarded through the pony to the PRC using the address above.

Name:	(First and Last)
Phone Number:	(Private number where you can be reached for tutoring)
Teaching location:	(School where you teach)
Locations served:	(Geographic areas you would like to support)
Disabilities served:	(LD, ED, ADHD, ADD, Autism, MR, Dyslexia, Gen. Ed., etc.)
Grade/s:	(List grade-levels you tutor)
Subject area/s:	(List subject areas you will tutor)
Time of tutoring:	AS (after school), EV (evenings), WK (weekends), SM (summer)
Place of tutoring:	S (student's home), T (tutor's home), and L (library)
Comments:	If you have a specific comment related to tutoring, please write one short sentence. Other information will not be listed.
Signature:	Date:
FCPS email address required: Please print clearly.	SLP license number required: Please print clearly.