**TUTOR CODE OF CONDUCT**

**As a tutor to participate in the BOBTUTOR tutoring program, I agree to:**

* teach on time as scheduled and get ready to log in at least five minutes ahead of the class
* use polite and respectful language, and avoid cyber bullying
* maintain a mutually respectful, honest, and safe online teaching and learning environment
* teach via the platform designated by BOBTUOR only
* communicate with my students via the message system on www.bobtutor.com
* not exchange my personal information (including name, email address, telephone number, school information or any other contact social media information) with my tutors or other students without consent from both the tutor's and the student's parent/legal guardian

***I understand that BOBTUTOR has the right to remove me from online classes temporarily or permanently if I fail to follow the above code of conduct.***

**PARENT WAIVER AND RELEASE FORM**

I grant permission for my child to participate in BOBTUTOR online classes using the Zoom video conferencing service (or other similar services, subject to change with a notice in advance).

I understand the online conferencing services contain audio & video interactions that include my child. I understand and agree that should any dispute arise between related parties, that dispute will be decided according to the laws of the state of California.

I understand that the classes are taught mostly by middle or high school students. To ensure cyber safety and protect the privacy of my child, I will monitor my child for the duration of each class. If there is anything unusual or should I have any concerns, I will report to BOBTUTOR at [info.bobtutor@gmail.com](mailto:info.bobtutor@gmail.com) within 24 hours. I understand if I don't report anything unusual or any concerns within 24 hours, I release BOBTUTOR, its officers, employees, and volunteers from any claims, damages or liabilities.

I may allow my child to exchange his/her personal information (name, email address, telephone number, school information or any other contact social media information) with his/her students and other students/tutors upon receiving parental consent from all involved parties. I understand that this exchange represents my consent. I further understand that at the time when I give this consent to my child to exchange the contact information, I release BOBTUTOR, its officers, employees, and volunteers from any claims, damages or liabilities arising from my child's use of the media and platforms that are not designated by BOBTUTOR.

I will make sure my child follows the TUTOR CODE OF CONDUCT and understand that BOBTUTOR has the right to remove my child from online classes temporarily or permanently if my child fails to follow the TUTOR CODE OF CONDUCT.

I understand that what BOBTUTOR offers are volunteer programs, an extra academic help, not to replace standard school curriculum or provide school credit to any individuals or institutions.

As the parent or legal guardian of the child named below, I hereby consent BOBTUTOR to take, use and reproduce visual/audio images of my child. Visual/audio images are any type of photos and recordings, including but not limited to photographs, digital images, voices, and video recordings.

I agree BOBTUTOR owns the images and all rights related to them. The images may be used in any manner or media without notifying me. I understand that I will not receive any monetary or non-monetary compensation now or in the future of my participation. I release BOBTUTOR, its officers, employees, and volunteers from any claims, damages or liabilities.

I hereby WAIVE AND RELEASE BOBTUTOR, its officers, employees, volunteers, tutors, instructors, agents and representatives from any claim, demand, cause of action of any kind resulting from or related to my child's participation in the programs. In taking part in the online classes, I understand and acknowledge that I am fully responsible for any and all risks, or damages, known or unknown, which might occur as a result of my child's voluntary participation in the classes and/or other activities.

**MEDICAL RELEASE FORM**

BOBTUTOR offers the opportunity for my child to teach online. I understand BOBTUTOR may provide face-to-face trainings or organize other face-to-face activities for the tutors.

As the parent/legal guardian of the minor, I hereby grant my authorization and consent for a designated adult to administer general first aid treatment and other medical procedures that at the time of injury or illness seems reasonably advisable. If the injury or illness is severe, I authorize him or her to seek professional emergency personnel to attend, transport, and treat the minor and to issue consent for any medical care deemed advisable by a licensed medical professional or institution. I authorize the designated adult to exercise best judgment upon the advice of medical or emergency personnel. I further understand that I will be responsible for payment of any such medical procedures.

I hereby fully and completely release and waive any and all claims that may arise against BOBTUTOR, its officers, members, employees, volunteers, agents, representatives and related parties, or other organizations associated with the activities.

The Coronavirus (COVID-19) is extremely contagious and will be spread from person-to-person contact. I understand the risk of becoming exposed to or infected by COVID-19 if my child chooses to participate in these face-to-face activities organized by BOBTUTOR.

I hereby release, covenant not to sue, discharge, and hold harmless BOBTUTOR, its officers, members, employees, volunteers, agents, representatives of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of BOBTUTOR, its officers, members, employees, volunteers, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any activities organized by BOBTUTOR.

***I have read the above tutor code of conduct, the parent waiver and release of liabilities, and fully understand their content, meaning, and effect, and having enrolled my child in BOBTUTOR, I have agreed to be bound by them completely and voluntarily. I am legally competent to sign.***