

Participant Expectations

Literacy Volunteers of Washington County, Inc. (LVWC) is a community of learners open to adults without regard to age, gender, color, race, ethnicity, or disability. LVWC supports both the Americans with Disabilities Act and the Rhode Island Adult Education Bill of Rights. LVWC does not perform background checks but asks participants to demonstrate they can attend to a task independently for 60 minutes and become active participants in their instruction. LVWC requires that all participants meet in a public place and refrain from driving others in their personal vehicles. LVWC cannot assume liability for those who ignore these requests. LVWC asks participants to respect each other's right to confidentiality and refrain from sharing assessment or personal information with anyone other than an individual's tutor or staff.

LVWC requires participants to commit to an orientation to the program, pre- and post-testing and a minimum of 50 instructional hours before next June 30. Participants who fail to meet these requirements in a given fiscal year will not be eligible for admission in the following fiscal year. Participants must cancel scheduled instruction with a volunteer tutor 24 hours in advance, if possible. After three no call/no shows, a tutor may request reassignment, and the participant must work independently. If a participant's schedule changes so that he/she can no longer meet for instruction, he/she may request a distance learning contract or have his/her status changed to "on hold" for 90 days. If the participant has over 40 instructional hours, he/she should take a post test at the time of requesting the "hold." After 90 days, the participant must plan for a return to instruction or exit from the program.

LVWC enters demographic data about participants into a local database and a Rhode Island Department of Education web-based database. It also enters assessment and goal information for pre- and post-tests, instructional hours, and outcome survey data collected up to three quarters after exit.

I acknowledge that I have received, read, and understood the participant expectations and agree to the above conditions.

Signature

Date