

OVERVIEW

Parish Episcopal School can assist parents in finding an academic coach for their student. Coaching services are available to any student experiencing academic difficulty, before or after the school. If a student has a current Individualized Academic Plan (IAP) on file and receives accommodations, this allows for more availability in the student's schedule to meet a coach during the day. Otherwise, coaches and students can meet before the school day (beginning at 7am), after the school day (until 6pm), and during Free Block or Study Hall for Upper School students.

PROCESS

- 1 Contact [Rob Kelton](#), Director of Parish Lab, to request an academic coach referral.
- 2 After assessing your student's needs, subject specific Parish Link profiles of approved and cleared academic coaches will be sent to you for consideration.
- 3 Once a coach is chosen, you will need to sign the [Parent's Hold Harmless waiver](#) before coaching can commence on campus.
- 4 You and the coach will discuss your student's availability, within the limitations of the child's schedule. Once a day and time is confirmed, a space will be assigned to you. Eight tutor rooms are equipped with white boards and materials for use by academic coaches and their students.
- 5 Session fees and payments are arranged and maintained between the coach and the parent, independent of Parish Episcopal School.

If you receive tuition assistance and would like to request financial assistance, please contact Juli Baldwin, Director of Financial Assistance, at jbaldwin@parish.org.

Coaches are required to email subject-specific teachers and parents at the beginning of each trimester in order to ascertain the needs of the student and coordinate with the teacher. Teachers will contact coaches, when necessary, throughout the trimester to discuss areas of concern, collaborating for the benefit of student success.

NEW COACHES

If you already have a coach in mind, and they are not already affiliated with Parish, they must become an approved academic coach before meeting with any students on campus. This process includes a background check, Presidium online training, and a mini orientation to go over the program guidelines and expectations. Coaches will be presented with a picture ID badge which they will wear while on campus. Please contact [Rob Kelton](#) to start this process.