

TUTOR DETAILS

Name _____

Phone _____

COORDINATOR DETAILS

Name _____

Phone _____

Staff at Central Office are also available to assist you if:

- you have trouble contacting your tutor or Coordinator
- if you have a problem that cannot be sorted out by your tutor or Coordinator

Read·Write·Now!

Free Tutoring for Adults

Welcome to New Students

Read Write Now!
Central Office
Locked Bag 6
NORTHBRIDGE WA 6865

Telephone 9427 1393
Country callers 1800 018 802
Fax 9427 1984

Email readwritenow@central.wa.edu.au
Website www.read-write-now.org



Getting started with
Read Write Now!

Welcome

Welcome to the *Read Write Now!* program.

Almost half of the Australian population has problems with literacy. You are different from most of those people because you have now taken the first and most important step to improve your literacy. For whatever reason you have in wanting to improve your skills and reach your goals, we wish you every success.

This brochure has been designed to welcome you and outline some details of the program. You may like to ask someone to go through this brochure with you, perhaps you could ask your tutor.

It may take a few weeks to settle in to this new routine. If at any time you are not happy with the program, please let someone know. We are here to support you. Depending on the sort of problem, contact either your tutor, your Coordinator or a staff member at Central Office. All details are on the back of this brochure.

You will get the most out of the program if you:

- Meet your Coordinator to set some clear and realistic goals
- Are willing to make a commitment to learn
- Agree to meet with your tutor for at least one hour per week
- Meet your tutor at the arranged time and place
- Let your tutor know with as much notice as possible if you cannot make the lesson or you are going to be late
- Practise what you learn
- Contact your Coordinator if you are unhappy with the program

Getting started:

Please be on time for your lesson and always let your tutor know if for any reason you cannot meet for a lesson.

You will need a notebook, pen and pencil.

Later, you may need a folder or file to keep your work in – your tutor will discuss this with you.

Your tutor will set homework for you. This is so you can practise what you have learnt. It also helps your tutor see how you are going. If you have problems completing the homework let your tutor know. Please do not cancel a lesson because you have not been able to do your homework.