

SPANISH TUTORING PROGRAMS

WHAT IS APRENDA ESPAÑOL?

We are a private tutoring service that teaches Spanish as a second language for adults and children.

As professional teachers-tutors in **APRENDA ESPAÑOL**, we believe that children are born with the same inner abilities to learn any language, and tutoring helps to acquire it faster by just making the learning process comfortable and focused on a more close approach.

OUR SPANISH TUTORING SERVICES

1. Individual Tutoring
2. Small Group Instruction
3. In-Home Tutoring
4. Before and After School Tutoring Program
5. Weekend Tutoring
6. Learning with Music (Reading and Singing Program)

Aprennda Español emphasizes in children between the ages of 3-12 years old.

ADULT TUTORING: Business and professionals, Spanish sessions for travelers, meeting new people, understanding cultures, entertainment, writers, etc.

OBJECTIVE

To teach and provide tutoring services for the needed adults, children and families in the areas of Los Angeles County.

VISION

"To be recognized as an educational alternative in the tutoring service field".

OUR MISSION

To make a difference in the lives of the children, families and adults, so they can reach a higher level of Spanish development. As professional teacher-tutors, our primary mission is to children, families and adults who believe that tutors can make a difference in the student's education and to provide quality-tutoring program choosing a comfortable environment.

DESCRIPTION OF OUR TWO SPANISH PROGRAMS

The two programs offered are for the development of a general teaching Spanish curriculum from preschool to 5th grade, High School, college, university students and adults.

GENERAL TEACHING SPANISH CURRICULUM.

Ages served

Ages served are 3 years to adults.

Our Two-Ways-Program:

Families or students may opt to follow the child's school curriculum by studying the same textbooks or any educational guidelines provided by their permanent teachers or by their schools, if they are in High School or College.

The other program allows the tutors to develop their own lesson plans depending on the area defined by the families after an assessment has been made to the child or adult by the tutor. Please note that in general, the tutor's curriculum is an integrated approach to meet the social, cognitive development, creative, linguistic, language development, **Spanish**, science, social studies, art/craft, health, nutrition, perceptual motor, music, conflict resolution, vocabulary development, global awareness, building self-concept, self-help skills, sharing family and cultural values, reading, math, etc. Parents may choose the area where they want their children to work on.

Missed sessions

There is always an opportunity to cancel a session and arrange make-ups. However, parents are encouraged to follow the established schedule. A twenty-four hours notification is required to reschedule a session. Parents are required to provide an e-mail address and phone number for immediate contact.

Supervision

The presence of an adult is required at all times during the entire session of the tutoring session if the student is between the ages 3-14.

Parent Participation

Parents play an important role at the tutoring sessions. Parents of preschoolers, first, second grade and third are especially encouraged to participate in the tutoring sessions.

Homework

Light homework may be assigned to the child if parents agree.

Special area offered in our tutoring program if parents are interested

Teaching Spanish with music through a combination of reading and music.

Books and material used for the Academic Curriculum:

- Textbooks from the student's homes, and school.
- Books assigned by the tutor according to the area of interest of the parents.
- Materials are based on each particular tutoring session and student needs.

PRIVATE SPANISH LESSONS FOR CHILDREN

We offer one hour of after school Spanish tutoring session for children in pre-school to 5th. Our first thirty minutes are related to game or Spanish activities and the other thirty minutes are developed fully with the acquisition of the language in a more academic approach.

The parent that wishes to have Spanish with our After-School Program for their child at home must make available a space. In the space there should be a small cabinet or space to put one in to storage instructional materials. Also, some school materials such as scissors, markers, paper, colors, etc.

- The class should be quiet in order to be effective.
- The class would last forty-five minutes per session.
- Every session will meet once a week.
- The teacher will be available to talk to parent briefly after each session.
- Parents must sign an agreement and filled out.

On the first day of the tutoring children and parent will take some information about the program, materials, books, hours, etc.

Note: These are introductory classes meant for students who are taking Spanish for the first time.

In one year each grade will learn the following:

The Pre-School/Kindergarten class will be learning the following:

1. The entire alphabet, orally and in written form, upper and lower case
2. Colors
3. Plane shapes
4. Numbers 1-20
5. Parts of the body
6. Name of common objects at home (table, chair, tub, etc.)
7. Greetings (hello, good afternoon, good morning)
8. Sing popular Spanish songs for children

1th grade

1. The entire alphabet, orally and in written form, upper and lower case and the sound of each letter
2. Colors (identify, name)
3. Numbers 1-40
4. Parts of the body
5. Places at school
6. Name common objects at home, school, street, and the park.
7. Name of common foods, cookie, milk, bread, butter, ice cream, beans, rice etc.
8. Greetings (hello, good afternoon, good morning)
9. Pronouns
10. Common Verbs: eat, run, jump, etc.
11. Basic capitalization and punctuation
12. Construct short sentences orally and in written form
13. Sing popular Spanish songs for children

2nd grade

1. The entire alphabet, orally and in written form, upper and lower case and the sound of each letter
2. Colors (identify, name)
3. Numbers 1-40
4. Parts of the body
5. Places at school
6. Name common objects at home, school, street, and the park.
7. Name of common foods, cookie, milk, bread, butter, ice cream, beans, rice etc.
8. Greetings (hello, good afternoon, good morning)
9. Pronouns
10. Common Verbs: eat, run, jump, etc.
11. Common and proper nouns
12. Basic capitalization and punctuation

13. Construct longer sentences orally and in written form
14. Sing popular Spanish songs for children

3rd grade

1. The entire alphabet, orally and in written form, upper and lower case and the sound of each letter
2. Colors (identify, name)
3. Numbers 1-40
4. Parts of the body
5. Places at school
6. Name common objects at home, school, street, and the park.
7. Name of common foods, cookie, milk, bread, butter, ice cream, beans, rice etc.
8. Greetings (hello, good afternoon, good morning)
9. Pronouns
10. Common Verbs: eat, run, jump, etc.
11. Common and proper nouns
12. Basic capitalization and punctuation
13. Construct longer sentences orally and in written form.
14. Sing popular Spanish songs for children

4th grade

1. The entire alphabet, orally and in written form, upper and lower case and the sound of each letter.
2. Colors (identify, name)
3. Numbers 1-40
4. Parts of the body
5. Places at school
6. Name common objects at home, school, street, and the park.
7. Name of common foods, cookie, milk, bread, butter, ice cream, beans, rice etc.
8. Greetings (hello, good afternoon, good morning, nice to meet you, my name is, what is your name? etc.
9. Pronouns
10. Common Verbs: eat, run, jump, etc.
11. Common and proper nouns
12. Basic capitalization and punctuation
13. Construct longer sentences orally and in written form.
14. Perform in small plays
15. Sing popular Spanish songs for children

5th grade

1. The entire alphabet, orally and in written form, upper and lower case and the sound of each letter
2. Colors (identify, name)
3. Numbers 1-40
4. Parts of the body
5. Places at school
6. Name common objects at home, school, street, and the park.
7. Name of common foods, cookie, milk, bread, butter, ice cream, beans, rice etc.
8. Greetings (hello, good afternoon, good morning, nice to meet you, my name is, what is your name? etc.
9. Pronouns
10. Common Verbs: eat, run, jump, etc.
11. Common and proper nouns
12. Basic capitalization and punctuation
13. Construct longer sentences orally and in written form
14. Perform in small plays
15. Sing popular Spanish songs for children

HOW A SPANISH CLASS IS DEVELOPED IN A HOME SETTING

Upon arriving in the student's home the teacher will greet the child and parents in Spanish.

Next is a warming activity.

The warm-up activities are designed to engage the students in learning. These activities are short and fun.

Kindergarten to 2nd grade: The teacher will play a CD or play an instrument to the children and together will sign rhymes; or the teacher will read a story that goes with the theme of the week. Little children will sit on the rug for warm up activity.

3rd - to 5th: Children will share about anything that they will like to talk about.

After the warm-up activity the children will be engage in the lesson. The lesson will always have a worksheet to practice what is taught in the lesson. Every lesson will have a time to verbally practice the concept being taught.

A file will be kept to show student work and progress. The parents will have access to this file at any time. The child will take his file home after each section.

Parents are welcome to ask questions about student progress at the end of each session.

Tutors will also make themselves available via e-mail, Skype or Face Time Apps.

How a tutoring session is developed.

The first lesson is designed to assess the child level on the subject to be taught. The results of this assessment will be shared with her/his parents and together we will come to an agreement of what the emphasis of the lessons will be. If the tutoring will be based on the student's homework, the student must have the materials to be studied ready for the tutoring session. Otherwise, the tutor will bring to the session material pertinent to the student level and the subject/concept in question.

If the parents desire to get additional resources the tutor might be able to direct parents on what to obtain to assist their children even more.

Once the first session starts, the tutor will ask the student to review anything that was done on the previous lesson. This help the child reinforced what she/he has learned. This reviewing should take no longer than 5 to 7 minutes. Then, the tutoring will begin. The tutor will make every effort to keep the student focused on the lesson. As much as possible positive reinforcement will be given to the student.

The tutor will make all the possible effort to get his teaching across. This may involve repetition, the use of manipulative, and other strategies. The tutor will give the child academic and emotional support to keep him going without frustration.

Group session could also be arranged. If a group of students are having difficulty with the same subject, they get together in a small group. There should be no more than five students.

Being Positive

The session will always be filled with a positive environment.

MORE ABOUT THE SPANISH TUTORING

The first lesson is designed to assess the child or adult level on the subject to be taught. If the student is a child, the results of this assessment will be share with her/his parents and together we will come to an agreement of what the emphasis of the lessons will be. Otherwise the tutor and the adult will discuss the direction of the lessons. If the tutoring will be based on the student's homework, the student must have the materials to be studied ready for the tutoring session.

Otherwise the tutor will bring to the session material pertinent to the subject/concept in question.

The tutoring for children fewer than nine will always start with some kind of warm-up activity. This warm-up activity could be singing or the reading of a story.

Following the warm-up activity a vocabulary of the lesson will be introduced. The tutor will bring pictures or some kind of real (objects) to the class for the student to see or touch. The vocabulary will be emphasized through out the lesson.

We work under the following professional guidelines:

- ✓ The tutor will be always supportive of the student. That is, to encourage the student to develop their capacity to learn without judging their mistakes.
- ✓ The tutor will make sure that the student understands that learning a new concept may be difficult, but not impossible, and that the process of learning doesn't have to be boring, but fun.
- ✓ Every child or adult learns at a different rate and with a different modality. Our tutors will adapt to a child or adult individual ways of learning.
- ✓ One of our goals is that the students learn to learn independently. We will encourage the student to make decisions and take responsibility of their own learning.
- ✓ The students are always encouraged to talk about their own learning. The students are constantly aware of their own progress.
- ✓ Children as well as adults will be tutored in a safe environment. If a student is a minor, the parent must be present at all times.

Reading Comprehension

It is very important that children learn strategies to comprehend what they read. For some children it does not come naturally the idea that we read for a purpose and that writers have an intention when they write their books. The author writes to entertain, to inform or to persuasive. There are a number of questions that the tutor will ask the students in order to really make them think about what they read. The kind of analysis of the literature doesn't come naturally. Some of the questions to ask the students are: Why do you think the author wrote this book, what do you think will happen next in the story, what is the setting, who is the characters, etc. As the child reads, they should pause to summarize, predict, visualize, etc.

Writing

Based on their level of writing the students will be asked to either write a simple sentence or go through the writing process (pre-writing, first draft, revising, etc.) to develop a piece of writing on what have been read.

Independent topics will also be given to the students to emphasize writing. Regardless of the nature of the topic, all of the elements of writing will be emphasized: subject, verb, subject-verb agreement, adjectives, adverbs, transition words, spelling, etc.

Breakdown of a tutoring session

- ✓ Quick review of last session
- ✓ Vocabulary
- ✓ Reading of a story
- ✓ Reading Comprehension skills and strategies
- ✓ Discuss homework
- ✓ Dismissal

Before the end of each session the tutor will discuss homework and the next session's assignment. The students will also get a chance to talk about their difficulties during the lesson, and also what they like about the lesson.

Volunteers

Volunteer adults are welcome to help out.

Books

1. General Spanish conversational lessons.
2. Spanish stories (for adults only).
3. Syllable by syllable
4. Collection of well-known novels, tales, Spanish articles, poetry, for advanced students.
5. A Spanish phonic book designed to teach beginners to read Spanish phonetically.
6. Songs: An anthology of children' songs that tell stories of Latin America
7. Students own textbooks, materials, interest, newspapers, essays, novels, magazines, etc.

PRIVATE SPANISH LESSONS FOR ADULTS

About our Spanish program for individual and group instructions, In-home tutoring, weekend tutoring, and business and professional people.

Our Language Learning Philosophy

...Simply is just a different way of teaching Spanish... We've designed a way of teaching Spanish for new learners, medium, and advanced students by integrating culture and daily language experiences. Especially for children, art and music are tools that we use to motivate students to learn Spanish. In this way, students may pick up the language in an enjoyable way; sometimes children don't even notice that they are learning to express themselves in another language because learning is automatic and smooth. Also, there are games used during the sessions such as BINGO games, cards, manipulative games, puzzles, etc. For advance and adults students, the program offers grammar, composition, and review of the most well known Spanish writers and civilizations.

We believe in combining writing, reading, comprehension, and listening skills in our curriculum. And to assure the comprehension of the sessions, especially for the sound and pronunciation skills, the student is allowed to record each session and convert the recordings to mp3 format, so later they can listen and practice the pronunciation at their convenient time. It is during the reading part when tutor and student have a practical chance to review the right sounds of the words or letters. Finally, there is frequent communication using the Internet between students, parents, and tutor.

Our way of teaching the language

The first session helps us to meet the student, and evaluate their level, skills, and goals of the language. In this stage, we arrange a schedule, books, materials, and other resources needed to achieve goals. We consider the length of the tutoring program and design priorities of the program. Each session is one on one and last one hour. There may be a possibility of group sessions if there is a common agreement between students and our program. For example, if there is a group of people that work together and they like to learn the language for purpose of their business, a group session can be arranged. Special rates may be applied under this category.

As an effective approach, we may ask the student/s what part of the language they want to learn or emphasize. The most common areas are conversation, reading, vocabulary, writing, culture, and literature. Another area can be to study together specific topics such as business or professional vocabulary. Otherwise, we develop our own lesson plans and make suggestions to the student. As part of the study, we offer to study our own unpublished guideline "Conversaciones en Español," a collection of forty Spanish lessons that focus on popular daily activities, such as the market, the movie, greeting new people, etc.

“Conversaciones,” is a guide that can be used for beginners and intermediate students only. For children, we have also a guideline for sounds and letters material. Again, parents or adults may be able to record each session, convert it to mp3 format, so they can listen and practice the pronunciation as many times they wish. Some students transfer their sessions to their iPods or other electronic resources. To reinforce the acquisition of Spanish, we encourage the usage of articles, a special report from the newspapers, poems, short essays, and music. The student may decide if he/she wants to purchase extra material such as dictionaries, books, magazines, articles, work with flash cards, special speeches, watch documentaries, educational DVDs, etc. Any extra material may be purchased in stores. Usually, our tutoring program may offer the student a limited free audio or DVD material.

HABLEMOS ESPAÑOL DESDE EL COMIENZO

During the sessions, you will communicate all the time with us in the Spanish language. And one of the great advantages of our tutoring service is that we are native speakers, and have traveled many Latin American countries recognizing the wonderful cultural contributions of different regions. The tutoring program is an opportunity for sharing with our students the enriched contribution of many Latino countries in the modern era. If you are an advanced student, together we might study civilizations and particular cultural and language development. Conversational skills are developed during the sessions and basically; we do work on sounds and pronunciation.

Small groups may be of great benefit

Our goal is to give you the tools to work with your students so that you can communicate with them in Spanish. In this way, they are going to be learning to communicate in Spanish properly, and at the same time learning grammar questions about the language. You will be able to develop a real conversation with us, and if you decide to take the tutor sessions in a group, a conversation with other students may be included as part of the lesson.

RATES

TUTORING FEE PER HOUR \$50.00

Group sessions may be arranged under special rates.

Our fee is \$50.00 per hour. If we travel a distance of more than seven miles from our place, then we would request \$5.00 for gas expenses. You don't have to purchase any material from us such as books, or supplies. You may be able to

cancel any session if you let us know at least twenty-four hours in advance. We offer a make-up session if we arrange a convenient time and date. We will only receive cash or personal checks as part of payment. Group sessions for organizations and companies, may be arranged under special rates.

CALENDAR AND AREAS COVERED

The tutoring service is mainly offered on the area of San Gabriel Valley during the entire school year, except holidays. Some areas out of San Gabriel may be covered too, after discussing the distance and some extra small expenses such gas. The following are the surrounding areas covered in our program. Pasadena, CA; Los Angeles, CA; San Gabriel, CA; Alhambra, CA; Altadena, CA; Temple City, CA; Arcadia, CA; South Pasadena, CA; San Marino, CA; Sierra Madre, CA; Arcadia CA; Eagle Rock, and Highland Park, CA. The schedule of service is seven days a week and mostly, after school hours and weekends.

WE OFFER A ROOM IF YOU WOULD LIKE TO COME TO OUR PLACE, BUT WILL NEED TO MAKE A RESERVATION IN ADVANCE AT LEAST 48 HOURS!

CONTACT US

aprendaespanol@gmail.com
1605 W. Olympic Blvd., Suite 1062
Los Angeles, CA 90015
213-260.0121