

TUTORING CONTRACT September 2021



The parties to this agreement

NAME OF TUTOR: **Liz de Selincourt**

NAME OF STUDENT: _____

ADDRESS: _____

CONTACT DETAILS

OF PARENT/GUARDIAN

Mum _____

Dad _____

(Phone numbers and email address)

Date of birth: _____

Allergies: _____

School: _____

School Year Group: _____

I agree/ do not agree for occasional photos to be posted on social media/website.

Fees payable to the tutor

The fees for this level are based on a rate of £ **30.00** for each hour of tutoring. No further charge will be made for the tutor's preparation time. **This is payable at least one week in advance of the start of a new half-term.** (Persistent late payment may result in charges being made.)

I would like to pay: **Half-termly/ monthly** (by arrangement only)

Lesson schedule

Tutoring will begin on ____/____/____ and each session will last for 1 hour.

Frequency/day of lessons: Weekly on _____ from _____ to _____

Cancellation of lessons

By the student:

- Any sessions cancelled, giving at least 14 days' notice, will result in no fee being charged (up to a maximum of 2 sessions in any one school year for holidays taken in term time).
- If sufficient notice is not given, or the student fails to attend, no refund will be given under any circumstances, including Covid/isolation.

By the tutor:

- In exceptional circumstances, a lesson may have to be cancelled by the tutor. In this case, as much notice as possible will be given and the lesson's fee will be refunded.

Liz de Selincourt Tutoring. Webbers Cottage, Trevanson, Wadebridge, Cornwall. PL27 7HP

CONTACT: 01208-814828/ 07725-527034 email: lizdeselincourt@gmail.com

Obligations of both parties

The tutor:

- will prepare for the lesson sufficiently, so that the lesson-time is as productive as possible for the student
- agrees to share a student's educational information with other parties involved in their education only with the student's/guardian's permission
- may help with, but not complete, the student's school homework or assignments

The student:

- undertakes to co-operate with the tutor in discovering gaps in their abilities which need addressing
- understands that their tuition may require the setting of work to be completed before the next session
- accepts that the tutor cannot give any guarantees about exam performance, other than the general principle that tutoring will help their education to some degree

Declaration: I agree with the terms and conditions of this agreement

Signed _____ (student)

Date / / _____

Signed _____ (parent/guardian)

Date / / _____

Relationship to student _____

Signed _____ (tutor)

Date / / _____

NOTES

- Any relaxation, indulgence, waiver or release of these terms by any party on a particular occasion does not invalidate the contract in any way.
- I follow the recommended guidelines with regards to safeguarding. That being so, the tutor is unable to agree to a child student's request for confidentiality if they share information which the tutor believes needs sharing with an appropriate third party.



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