Private Tutoring Contract

Parties to this agreement

Tutor

Name of Tutor: Tom Kershaw (hereinafter referred to as the "Tutor")
E-mail: iontheprizetutoring@gmail.com

Student

Name of Student: (hereinafter referred to as the "Student")
Date of Birth:
Name of Parent/Carer:
Address:
Telephone:
E-mail:

Tutoring sessions

Subject and academic stage:
Location of tutoring sessions:

Fees payable to the Tutor

Please see website (www.iontheprizetutoring.com) for current pricing. Payment should be made no later than 5 working days after a session, either by bank transfer (bank details for payment will be provided on your invoice) or by cheque (please make payable to 'Tom Kershaw'). No further fees will be charged for travelling or preparation time of the Tutor, unless agreed by both parties in advance. Fees may be adjusted from time to time and will become effective after having given the Student 28 days written notice.

Payment details

Method of payment:
Name of person responsible for payment:

Schedule of sessions

Date of commencement of tutoring:
Details of timing of further sessions:

Cancellation of lessons by the Student

The Student may cancel tuition by giving at least 24 hours prior notice to the Tutor; in such instances, no tuition fees will be incurred. Lessons not attended by the student without giving 24 hours prior notice to the Tutor will be charged at the full rate.

Cancellation of lessons by the Tutor

The Tutor may cancel lessons by giving 24 hours prior notice to the Student; no fee will be incurred by the Student in such instances. Where a lesson has been pre-paid, the Tutor will reschedule the appointment at a time agreeable to both parties. Failing this, the Student will be refunded with the fee for the lesson.

Late arrival
Fees are calculated according to the times stipulated in the schedule and no adjustment will be made for time lost because of late arrival by the Student. Any lost time because of the late arrival of the Tutor will be compensated for by extending a lesson by mutual agreement and by the amount of time that was lost.

Obligations of the Tutor
The Tutor undertakes to do all preparation prior to sessions and to structure them in such a way as to optimise time to the benefit of the Student. The Tutor will keep confidential all of the Student's personal information and will only contact other parties involved in the education of the Student if given written permission by the Student to do so. The Tutor will not assign any of his/her duties or obligations under this tutoring contract to a third party without the written permission of the Student. The Tutor will at no time be required or obliged to execute homework or assignments on behalf of the Student.

Obligations of the Student
The Student agrees to discuss the long-term goals of the tutoring sessions with the Tutor and in conjunction with their Parent/Carer at the beginning of the arrangement and undertakes to assist the Tutor in identifying problem areas in which they need specific help throughout the tutoring engagement. The Student agrees that assignments, exercises or homework form an integral part of tutoring and undertakes to complete such work in good time.

No guarantees
The Tutor makes no promises or guarantees with regards to the Student's performance as a result of any tutoring provided.

Safeguarding
In order to safeguard both the Student and the Tutor, for both online and face-to-face sessions, the Student should locate themselves in a communal room in their house.

Termination
For ongoing tutoring arrangements, this contract may be terminated by either party at any time by giving the other party 28 days prior written notice.

Relaxation of terms
No relaxation, indulgence, waiver or release by any party of any of the rights in terms of this agreement on one occasion will prevent the subsequent enforcement of such rights and will not be deemed to be a waiver of any subsequent breach of any of the terms.

Whole agreement
This agreement constitutes the entire understanding between the parties with regard to the subject matter thereof, and the parties waive the right to rely on any alleged

expressed or implied provision not contained herein. Any alteration to this agreement must be in writing and signed by both parties.

Minors

Where the Student is a legal minor, the Parent/Carer will enter into this tutoring contract on behalf of the Student and will accept and agree to all the terms and conditions contained herein on behalf of the Student.

Signatures

Tutor: _____

Student: _____

Parent/Carer: _____

Date: _____