

Terms & Conditions for 1-to-1 Tuition

Upfront payment must be made by the end of the month for the following month's group sessions. If no payment has been made by the deadline given then no tuition can take place. Persistent delay in payment may mean tuition being terminated.	
Unarranged absences (such as sickness)	24 hours notice needs to be given if your child is unable to attend the session. If this is not provided, the session will not be refunded.
Arranged absences (such as holiday)	Notice needs to be given for planned holidays and absences when payment is due at the end of each month. This means I can change your payment accordingly.
Missed sessions	These are non-refundable.
Arriving late to sessions	The time lost is non-refundable. I will start sessions on time. If you would like to make up for the time lost I will endeavour to give your child this time during the same week, but this extra time will need to be paid for.
Tutor holidays and bank holidays	I will give notice if I am unable to offer tuition due to planned holidays when payment is due at the end of the month.
Tutor sickness	If I am unable to offer tuition due to sickness, I will offer a full refund or credit for the following month.
Homework	Homework will be given and marked as part of the cost of the session. Please see disclaimer below.
Exam booking	Parents are solely responsible for booking their own child's exam at a suitable centre (applicable to iGCSE tuition).

Disclaimer for iGCSE English Language (if applicable)

I will provide tuition, guidance, resources and support appropriate to the student's individual needs wherever possible.

However, tutoring does not guarantee a particular grade, examination result or level of academic achievement. Your child's iGCSE English Language result will depend on a number of factors, including the student's existing knowledge, ability, attendance, engagement, independent study, completion of homework examination performance, and the requirements and marking decisions of the relevant examination board.

The student is responsible for actively engaging in lessons, listening to and acting upon feedback, completing agreed homework and independent study, asking questions when they do not understand something, and putting in the necessary effort outside of tutoring sessions. The tutor cannot be held responsible for a lack of progress or an examination result where the student has not consistently engaged with the tuition or completed the work required of them.

For students under 18, the parent or legal guardian retains overall parental responsibility and responsibility for supporting the student's education. This includes ensuring that the student attends scheduled lessons, has access to the necessary equipment and resources, completes agreed work, and has an appropriate environment in which to study. Parents/carers are encouraged to support and encourage their child while recognising that the student must ultimately take responsibility for their own learning and preparation as they progress towards their iGCSE examination.

I will provide tuition and support but cannot accept responsibility for the student's overall iGCSE result, examination board decisions, or circumstances outside the tutor's reasonable control.

By providing monthly payment for your child's sessions you are agreeing to these Terms & Conditions.

Jen Cornall

Jen's Tutoring