



TutoringByTheC - Terms and Conditions for Tutoring Services

1. Agreement Overview

This document outlines the terms and conditions ("Agreement") between TutoringByTheC ("Tutor") and the parent or legal guardian ("Client") of the student receiving private tutoring services ("Student"). By enrolling in tutoring services with TutoringByTheC, the Client agrees to the following:

2. Services Provided

TutoringByTheC offers private academic tutoring services tailored to the needs of the Student. Sessions will take place at the Education Hub, 5B Warren Edge Close, BH6 4AY, unless otherwise agreed.

3. Scheduling & Attendance

- Tutoring sessions are scheduled in advance by mutual agreement between the Client and the Tutor.
- It is the responsibility of the Client to ensure the Student attends all scheduled sessions on time.

4. Payments

- Payments are due either in advance or immediately after the session has finished, unless otherwise agreed in writing.
- Session rates are detailed in the separate TutoringByTheC Rate Sheet, which is provided to the Client prior to the commencement of services.
- Fees may be subject to adjustment with prior notice.

- Payment methods accepted include bank transfer, cash, or any other mutually agreed method.
- Late Payment Fee: Invoices must be paid on the day of the session or as otherwise agreed in writing. A £10 late payment charge will apply if payment is not received within 2 calendar days of the due date. Continued non-payment may result in suspension of tutoring services until the account is settled.

5. Cancellation Policy

- Cancellations made with at least 24 hours' notice: No charge will be incurred.
- Cancellations made less than 24 hours before the scheduled session: 50% of the session fee will be due.
- No-shows or failure to attend without notice will be treated as a late cancellation and will be charged 100% of the session fee.
- Exceptions to this policy may be made in cases of emergency, at the sole discretion of the Tutor.

6. Lateness

- If the Student arrives late, the session will still end at the scheduled time unless otherwise agreed.
- The Tutor is not required to make up time lost due to the Student's lateness.

7. Tutor Responsibilities

- Prepare and deliver tutoring sessions to support the Student's academic progress.
- Provide honest feedback to the Client regarding the Student's performance and progress.
- Maintain confidentiality regarding the Student's personal and academic information.

8. Client Responsibilities

- Ensure timely payment of all fees.
- Support the Student's attendance and punctuality.
- Communicate any changes in schedule or concerns as early as possible.

9. Privacy & Data Protection

- All student and family information will be treated confidentially and in compliance with data protection regulations.
- Information will not be shared without prior consent, except where required by law.

10. Safeguarding

- TutoringByTheC is committed to safeguarding children and ensuring a safe and respectful learning environment at all times.

11. Materials and Supplies

- The Tutor may suggest educational materials or resources.
- It is the Client's responsibility to provide these unless otherwise agreed.

12. Holiday and Break Policy

- There may be scheduled breaks during school holidays or term breaks.
- Clients will be informed in advance of any planned interruptions to regular sessions.

13. Limitation of Liability

TutoringByTheC will not be held liable for any indirect, incidental, or consequential damages arising from the tutoring services. The Tutor does not guarantee specific academic results.

14. Termination of Services

Either party may terminate tutoring services at any time with notice. Any outstanding balances will remain due and payable.

15. Agreement & Consent

By signing below, the Client acknowledges they have read, understood, and agree to these Terms and Conditions.

Client Name: _____

Student Name: _____

Signature: _____

Date: _____