

Professional English Tutoring

Terms and Conditions for GCSE and A Level Students

The following information is for the attention of all GCSE and A level Clients of Professional English Tutoring Ltd.

Fees

- GCSE: £40.00 per hour
- A level: £48.00 per hour
- Undergraduate and above: £55.00 per hour
- Additional pupils are charged at 50% of the hourly rate

Recommended Lesson Length

This is completely negotiable, and can be tailored for individual needs, but from experience I recommend one lesson of one and a half hours, once a week, for support teaching (when the pupil is also attending school or college). Obviously, more will be needed when the lessons are their sole teaching.

Please note that although one-to-one teaching is usually much more productive than learning in a class, expectation of outcomes should be linked to the number and length of the lessons. We can only cover what we have had time for.

Travel to Pupils' Homes

It is generally much better for all concerned if pupils come to my home for lessons. I have all the resources here, which can be accessed quickly when needed. Online lessons

I also teach online, via either Zoom or Teams, whichever works best for you. Please note that a functioning printer will be required at the pupil's home, as we often need to work with hard copies of handouts and texts which we annotate.

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Payment for GCSE and A Level Lessons

Payment is monthly in advance. I send invoices by email at the beginning of the month, and they are payable immediately please by either BACS or cheque. Bank details are on the invoice, but they are:

Sort code: 089250

Account:

68617684

Cheques payable to: Professional English Tutoring Ltd.

Holidays

Lessons continue through all half term holidays, unless otherwise arranged before the invoice goes out on **1st month**. In the main holidays (Christmas, Easter and Summer) we have a lesson if we are both at home, and this can be arranged on a more informal basis.

Tuition is on the basis of regular (usually weekly) lessons, as agreed at the start of the teaching, and no refunds can be given for cancellations or absence. However, in the case of illness or emergency, I will always aim to reschedule the lesson at another time.

Termination of Tuition

I reserve the right to terminate tuition without notice, in the unlikely event that the need should arise.

I work very hard to provide the best tuition possible, tailored to pupils' needs. However outcomes ultimately depend on the pupils' own level of commitment and performance, so I cannot be held responsible for results achieved.

I accept the above terms and conditions.

Signed: -----

Print name:-----

Date: -----

**Professional English Tutoring Ltd.
Dr. Jacqueline Mullender
07530 652364**