

# **PARENT – TUTOR CONTRACT**

Primary Tuition Services agrees to tutor ----- on a regular basis as agreed during the initial contact.

## **CHARGES**

Tuition will be charged at £30.00 per hour (individual) £25.00 per hour (group) or £18.00 per half hour (individual only); £25.00 for 45 minutes (individual only). Online tuition will be charged at £27.00 an hour.

A group consists of a minimum of two pupils to a maximum of four.

If the number in a group falls below two, then the individual tuition rate will be charged.

**A receipt will be issued for every payment received.**

This charge will remain the same throughout the period of tuition, provided this is on a continuous basis (holidays excepted). If there is a break in the period of tuition the fee will be charged at the prevailing rate.

## **TRAVEL**

A charge of £2.00 will be added to the tuition fee for pupils who live within a 5 mile return journey of the tutor's home address and £4.00 for those between 5-10 miles return. No additional fee will be charged for pupils taught at the tutor's home.

## **TUITION**

Primary Tuition Services will provide an individual, structured programme of work for your child; using worksheets, workbooks and games.

All expendable items, such as workbooks, pens, paper etc. will be paid for by the parent/guardian. The tuition period includes 5 minutes to report progress to parent/guardian.

## **PAYMENT**

Payment will be made at the end of each lesson; either by cash, money transfer or cheque. If preferred, payment can be made in advance.

## **CANCELLATIONS**

Cancellation of a lesson will require 24 hours notice from either party.

In the event of cancellation at less than 24 hours notice, £18.00 will be charged for the cancelled lesson. A reduction of £18.00 will be made on the following lesson if cancelled by the tutor at less than 24 hours notice.

Both these payments may be waived, if the cancellation results from unforeseen circumstances.

## **FREE LESSON**

Any recommendation made by a parent or guardian that leads to a new contract with Primary Tuition Services will entitle your child to one **Free** lesson.

**SIGNED:** ----- (parent/guardian)

**DATE:** -----

**SIGNED:** ----- (tutor)

**DATE:** -----