

# R2R Tuition Limited – Standard Terms and Conditions

The Tutor: ..... The Learner: ..... The Parent or Guardian: .....

1. Lessons are long and are taught on an individual basis at the learner’s home or a suitable place chosen by the student or the learner’s parent/guardian (if under the age of 18 years) in which case a parent or guardian shall remain on the premises throughout the lesson. A suitable place for study shall be available for lessons and at least one door of the study area shall be kept open throughout the lesson.
2. The charge for lessons will be hourly and half-termly fees will be payable in full within 21 days of the date of invoice. Invoices will normally be sent to the learner or the learner’s parent or guardian (if under the age of 18) in the final week preceding term or half-term to which the invoice relates. No reminders will be sent. Invoices not paid within 21 days will entitle the Tutor to terminate the agreement forthwith but without prejudice to any claims he or she may have arising from a breach of these terms and conditions.
3. The fees charged will be subject to review from time to time but not more than twice in any academic year.
4. Learners, Parents or guardians may be asked to purchase recommended workbooks, revision aids or other relevant equipment either from the tutor or if preferred themselves. Any payment due to R2R Tuition Limited will be payable on receipt of any goods supplied.
5. Learners or Parents are required to give notice in writing by half term if they wish lessons to be discontinued as from the end of that term or half-term.
6. Where lessons are missed because of absence or unavailability for whatever reason a refund will not normally be made unless 48 hours’ notice has been given [except in extenuating circumstances such as that of prolonged illness].
7. Where lessons are missed because of tutor absence or unavailability for whatever reason an appropriate credit will normally be given against the next term’s invoice.
8. Progress will be monitored continuously and written reports will be issued by the Tutor not more than once a term.
9. The Tutor shall not make use of, or divulge or communicate to any person (save when requested to do so by the parent or guardian) any confidential information relating to the learner which he may have received or obtained while providing lessons for that learner.
10. Please note tutors are not available for tuition on UK public or bank holidays

I acknowledge and accept the terms set out above.

Signature: .....(Learner, Parent or Guardian)

Print Name: .....(Learner, Parent or Guardian)

Agreed by Tutor: .....(Tutor) Date: .....