

3rd October 2019

Dear Parents/Carers

We firmly believe our schools provide good quality education. We are however aware that many of you as parents/carers hire private tutors to support learning at KS4 and KS5, usually to assist with either Maths or English.

Given that there would appear to be growing numbers of tutors available, we thought it prudent to write and offer some advice about how to ensure you are hiring a 'bona fide' professional, who is DBS checked, fully qualified and entirely suitable to support your son/daughter.

There is of course much information available on the internet offering advice, for example, 'Mumsnet' but from a school's perspective we would recommend that the following research is undertaken.

- Find out what syllabus your son/daughter is following so you can be assured any potential tutor has an awareness of course content or can show evidence of their experience/expertise.
- Ask for evidence about their qualifications/credentials and ensure that this is on headed/genuine documentation as in exam university certificates.
- Word of mouth is very helpful in terms of finding a tutor – use social media wisely to get personal recommendations from other parents/students – ask for evidence also that they have QTS (Qualified Teacher Status) and insurances of a professional union.
- Ask to see evidence of completed work planning.
- Make sure you have your child with you when choosing a tutor so that they have some say in the process and you can make some judgement about how they seem to relate to one another.
- Ensure your child has the maturity to see that a tutor enriches and embeds knowledge rather than replacing what occurs in school.
- It is essential to check that tutors have enhanced DBS clearance – check the paperwork you are being shown to ensure that it is not a copy and not age expired.
- Consider where is going to work best for your child in terms of a venue – most tutors are happy to travel to you, but you can also have tutoring services as an online facility, which gives your child more choice about when they are best placed to access their learning.
- Most tutors' sessions will last an hour but can be tailored to meet the needs of your child – some children have reached their capacity to absorb new learning after 40 minutes. The remaining time can be useful for planning or practice time.
- You might also ask how progress is going to be tracked and how this is going to be shared with you either formally or informally.
- Sometimes it is useful to let your child's class teacher know they have a tutor. It is important however, particularly with Maths, that there is a shared understanding about use of different methods etc. to avoid any potential issues.
- Establish how the tutor would like to be paid and what the methods are to curtail the arrangements if it is not working out.
- Execute some caution before approaching a school if a tutor is telling you a teacher is getting it wrong, this is quite often not the case and needs to be dealt with sensitively.

Our advice would be to determine if a tutor is really needed and if there are not already other interventions in place at the school that are equally as helpful in raising standards. You need to balance the demands of additional study with the benefits of undertaking additional activity that may help enhance the physical and mental wellbeing of your child, which is equally valid.

Yours sincerely



Mr Kemp
Batchwood School



Mr Atkinson
Beaumont School



Ms Reeves Costi
Heathlands School



Ms Shields
Heathlands School



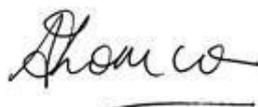
Mr Smith
Katherine Warrington School



Mr Allen
Links Academy



Ms Lynch
Loreto College



Ms Thomson
Marlborough Academy



Mr Linnane
Nicholas Breakspeare School



Mr Henshall
Roundwood Park School



Mr Gauthier
Samuel Ryder Academy



Mr Gray
Sandringham School



Ms Robins
Sir John Lawes School



Ms Chapman
St Albans Girls' School



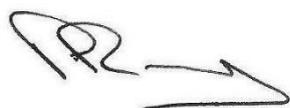
Ms Barton
St George's School



Mr Hoult-Allen
St Luke's School



Mr Wellbeloved
Townsend School



Mr Ramsey
Verulam School



Mr Scott
Watling View