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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Physics Workroom Tuition Agreement** | | | | | | | |
|  | | | | | | | |
| Name of Student: | | | | | | | |
| School attended: | | | | | | | |
| Parent/Guardian contact details: | | | | | | | |
| Student contact email: | | | | | | | |
| Tuition in (subject/level/syllabus): | | | | | | | |
| Location: | | | | Hourly Rate: | | | |
| Planned date and time of tuition sessions – additional hours or alternative times may be available, providing a space is available. | | | | | | | |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | | **Friday** | **Saturday** | **Sunday** |
|  |  |  |  | |  |  |  |
| **Charges and Payments:** Payments should be made by bank transfer to my account within 24 hours of the date and time of the scheduled session. Bank details will be provided separately. **A-level one hour session, £70. GCSE one hour session, £60. Other session lengths charged pro rata. On rare occasions where travel time is required, additional time is charged at hourly rate to account for time and travel expenses.**  **Late payments**: For overdue payments, a polite reminder will be sent. Payment in full is needed in order to secure the next scheduled lesson.  **Absences:** If an absence is planned (of tutor or student) then as much notice as possible should be given**.** Sometimes, perhaps due to sickness, unplanned absences are unavoidable. I will always try to rearrange sessions to accommodate absence where possible. **If less than 24 hours notice of cancellation is given, then the full tuition fee will be levied to compensate for planning and preparation time – the session could have been offered to another student.** | | | | | | | |

**To be completed by the Tutor**

I agree to the conditions set out in this agreement and agree to provide a reasonable notice period of any changes that need to be made to this agreement.

**To be completed by the Parent/Guardian**

I, the parent/guardian, agree to the conditions set out in this agreement and agree to provide a reasonable notice period of any changes that need to be made to this agreement.

Date……………………………………………

Signed

Signed Date .