**Terms and Conditions for Tuition**

Updated July 2021

1. Tuition sessions run for one hour. This is inclusive of any discussions pertaining to the tutoring unless previously arranged with the tutor.
2. Sessions take place at 29 Dundas Road, Nunhead, SE15 2DR unless otherwise agreed with the tutor.
3. Fees for tuition are £70.00 per hour and are billed on a termly basis unless otherwise arranged with the tutor (Carl Headley-Morris). You should pay the tutor directly by bank transfer.
	1. Sessions, once booked, are non-refundable and can not be transferred to alternate days without the approval of the tutor.
	2. Saturday sessions, when available, are exempt from block-booking.
	3. Late payment will incur a fee of up to £40 and could result in future sessions being cancelled without notice or refund (‘Late payment’ in this instance refers to any payment still outstanding 30 days after an invoice has been sent).
4. Resources, both physical and electronic, are additional to the cost of the tutoring session at a cost of no greater than £5 and may appear separately on invoices. Any additional resources, or resources that may exceed £5, will be discussed prior to use.
5. Scheduled tutorial sessions may take place online where necessary.
6. Scheduled tutorials will always take place on the day and time and venue specified unless a tutorial is rearranged for a time that is mutually convenient to both tutor and student. Lessons will continue until a mutually agreed termination date.
7. Lessons cancelled with less than 24 hours' notice will be billed to the client at a rate of no more than 1 hour of instruction.
8. Although the tutor works within the school curriculum, they do not guarantee complete coverage of a subject.
9. The tutor strives to provide the best possible service. However, they will not be held accountable or responsible for the academic success or lack thereof demonstrated by the student/client. Although they will do everything in their power to help grades and skill sets improve, they can offer no guarantee thereto.
10. The tutor is not liable for any direct, incidental, consequential, indirect, special, punitive or similar damages arising out of use of our tutoring service, or any errors or omissions in the content of their materials. You the client specifically waive any and all claims arising out of the use of this tutoring service.
11. All materials created in-house are copyright. You agree that you will not publish or distribute any portion of any materials without prior written permission from the tutor. Any work created during sessions remains the property of the tutor.
12. Cancellation policy: The first term-block booking with new students is subject to a 2-session minimum. If cancellation is then required a full refund of all remaining sessions will be provided by bank transfer within ten days of confirmation.