

## Tutoring: Code of Conduct for Pupils

Your school, or whoever helps with your learning, wants to provide you with some extra help and has arranged for you to have tuition sessions with us. Here are some rules and tips for when you're in these tutoring sessions:



### 1 Teamwork

Work with your tutor to create a fun and safe learning environment



### 2 Respect is key

Treat your tutor and the learning space with respect



### 3 Stay engaged

Be ready to join in and ask questions during the sessions



### 4 Homework time

Complete all the tasks your tutor gives you and do your best!



### 5 Don't be late

Make sure you are on time for your sessions



### 6 Speak up

If something's bothering you about your tutor, tell a grown-up you trust right away



### 7 Safe space

If you're doing the session online, choose a spot where a grown-up can hear you. Avoid using your bedroom and keep personal stuff out of sight

## But remember, there are some other things to keep in mind:



### 1 Keep it secure

Do not share your login details or any contact info with your tutor



### 2 Be kind

No mean words or bad language during sessions



### 3 Clean content

Do not post anything rude or inappropriate online. Everything is recorded!



### 4 Stay safe

Only communicate with your tutor through the official platform

If you're doing your tutoring online, please be aware that trusted adults may monitor the messages and watch video sessions to ensure your safety. If anything worries you, talk to a grown-up you trust first or email [dsl@edwin.supply](mailto:dsl@edwin.supply).

We take good care of your information by following our Privacy Notice, which has been provided to your parent/carer.