



## **Terms and Conditions for Atkinson Private Tuition**

### **1. Services Provided**

- The Tutor agrees to provide private mathematics tuition sessions to the Student as per the mutually agreed schedule. Sessions may be conducted in-person or online, as agreed upon by both parties.

### **2. Scheduling and Cancellations**

- Session Scheduling: Tuition sessions will be scheduled in advance based on mutual availability.
- Cancellations by Student: If the Student needs to cancel or reschedule a session, a minimum of 24 hours notice is required. Cancellations made with less than 24 hours notice will incur the full session fee. Exceptions may be made at the Tutor's discretion in cases of emergency or illness.
- Cancellations by Tutor: In the event the Tutor needs to cancel a session, the Tutor will provide as much notice as possible and endeavor to reschedule the session at a mutually convenient time.

### **3. Fees and Payment**

- Hourly Rate: The tuition fee is £30 per hour-long lesson. Any change to this fee will be given in writing with at least two weeks notice.
- Payment Terms: Payments are to be made no later than the day of the lesson via bank transfer.
- Late Payments: Late payments may incur a late fee of £5 per session at the Tutor's discretion.

### **4. Holidays and Tutor Availability**

- Bank Holidays and School Holidays: The Tutor will continue sessions as normal during bank holidays and school holidays, with the exception of Christmas and Easter. Any changes to the regular schedule will be communicated in advance.
- Tutor's Holidays: The Tutor will provide at least two weeks notice for any planned absences or holidays.

### **5. Confidentiality and Data Protection**

- All personal information regarding the Student and their family will be kept confidential and handled in compliance with the General Data Protection Regulation (GDPR).

### **6. Termination of Services**

- Either party may terminate this agreement by providing two weeks written notice. Any sessions scheduled during the notice period will be conducted as planned, or fees for these sessions will be payable in lieu of notice.