

This leaflet gives you all the information you need to choose a tutor that is right for your child. The information applies to finding individual tutors, sending your child to a tutor group or education centre.

If you want to educate your child at home instead of at school, please contact **Ealing's Elective Home Education Service** on **020 8825 5070** for advice and guidance.

### Parents may choose to use a private tutor to:

- Help their child with school work.
- Improve grades or exam results.
- Teach their child a musical instrument.
- Take part in activities such as sports or drama.
- Build confidence and ability in reading, maths or writing.
- Teach a child more about their heritage, faith or culture.

### How to find a tutor:

- Ask other parents if they can recommend one.
- Ask your child's school for details of tutors they may know.
- Adverts for private tutors in local press or on the internet.
- Private tutoring agencies.
- Searching on community social media groups and forums.
- Adverts on noticeboards at schools or libraries.

Whichever way you find a tutor, you and your child should meet with the tutor before tutoring begins to make sure your child feels comfortable with the tutor.

### Information for Ealing families

#### Ealing's Family Information Service (FIS)

Offers advice and guidance about childcare in the borough and paying for childcare. The FIS can also help you find out-of-school providers such as clubs and groups that may be of interest. There's also a lot of information for families on their website [www.ealingfamiliesdirectory.org.uk](http://www.ealingfamiliesdirectory.org.uk)

**020 8825 5588**

(Mon-Fri, 9am to 5pm)

[children@ealing.gov.uk](mailto:children@ealing.gov.uk)

### Ealing's Local Offer

This online resource offers information, advice and guidance for children, young people and families living with a Special Educational Need or Disability. [www.ealinglocaloffer.org.uk](http://www.ealinglocaloffer.org.uk)

# Using a Private Tutor

## Information for Parents



Children & Families



### Can my child's school help me find a tutor?

Your child's school is often the best place to start. Staff will already know your child and should be able to talk to you about how much progress they are making, any issues and what additional support they may need.

The school may be able to offer extra help to your child as part of the teaching they provide. They may also know of other teaching staff that may be able to tutor your child at home on a private, paying basis.

As part of their job in schools, private tutors who also work in maintained schools will have been checked to make sure they are suitable and qualified to work with children.

Whatever outside tutoring you arrange for your child - it is helpful to tell your child's teachers so they can take this into account when planning lessons for your child.

### Are tutors regulated by Ofsted, the Department of Education or Ealing Council?

- Tutors are not required to be registered or approved by any statutory organisation.
- Tutors do not have to be a qualified teacher.
- Any person can seek work as a tutor.
- The council does not hold a list of tutors.
- You as a parent or carer are responsible for choosing and paying for private tuition.

### How to safeguard your child when choosing a tutor

- Interview prospective tutors
- Ask the tutor for references from other families then follow up on them.
- Ask to see qualifications certificates if the tutor claims to have them. (Not all private tutors are qualified teachers, but they may have other qualifications).
- If the tutor currently works in a school, ask for a reference from the head teacher.

### DBS Checks

Many private tutors will not have an enhanced Disclosure and Barring Service (DBS) check - a check that discloses any criminal convictions or cautions that are unspent.

If you employ the tutor yourself this is considered a private arrangement between you and the tutor and is not covered by the law that requires employees and volunteers who work alone with children to obtain a DBS check. Enhanced DBS checks which include whether an individual is on a barred list cannot be applied for by individuals.

Some tutors may have DBS checks that have been carried out for other work they do. It is up to the individual tutor to agree that you can see their (DBS) certificate.

It is up to you as a parent/carers to decide whether it is too risky to your child to employ a private tutor without a DBS check or with a DBS check undertaken for other work.

### Disciplining your child

Like schoolteachers, tutors are not allowed to smack or hit pupils even if parents allow or request it. It is important that you and the private tutor discuss and agree what are the right forms of discipline to use if your child misbehaves.

If you suspect that a tutor has behaved in an inappropriate or abusive manner with a child, they should be reported to children's social care services and to the police.

### Ealing Children's Integrated Response Service (ECIRS) 020 8825 8000

### Where should tuition take place?

It's best that tuition takes place in the home, in a quiet place away from distractions. It is important that you can go into the teaching area and can watch and listen if you wish. Doors can be kept partly open to allow both an undisturbed learning environment and your supervision. Children's bedrooms are not suitable for tuition.

### How to get the best out of private tutoring

Talk to your child about their progress and their work. Talk to the tutor about the learning plans for your child and how you can support them.

