

Learn With SAT – Code of Conduct

Learn With SAT Commitments

- **Deliver Quality Tuition Sessions:** Learn With SAT is dedicated to providing high-quality tuition sessions to all individuals seeking support, regardless of their sex, gender, age, ethnicity, or disabilities.
- **Promote Inclusivity:** We strive to be an inclusive organisation that prioritises the best outcomes for all individuals seeking tuition.
- **Safety and Happiness:** We prioritise the safety and happiness of both students and tutors by ensuring that the necessary training has been completed to maintain a secure learning environment.
- **Tutor Protection:** We ensure the protection of our tutors at all times by requiring acknowledgment of our Terms and Conditions document by all students and parents.
- **Client Satisfaction:** Our ultimate goal is to achieve a high level of client satisfaction through the quality of our services.

Student Expectations

- **Mobile Phone Usage:** Students are expected to turn off their mobile phones or set them to 'do not disturb' during tutorials. Only urgent messages from parents or guardians may be responded to.
- **Electronic Devices:** Electronic devices are allowed for educational purposes during tutorials and must be turned off otherwise.
- **Drinks and Snacks:** Students may bring drinks and snacks to tutorials, provided they do not disrupt the progress of the session. In group sessions, certain foods or drinks may be prohibited due to identified allergies.
- **Parental Presence:** Tutorials may or may not have parental presence, depending on the tutor's preference. A quiet and distraction-free environment is preferred. If the tutor deems the environment unsuitable, they may suggest alternatives or ask parents to leave the room.
- **Emergency Safety:** In the absence of parents during tutorials, a second adult should be present in the home or learning environment of the student for emergency situations. The student and tutor should never be left entirely alone in the educational setting.
- **Zero Tolerance Policy:** Learn With SAT maintains a zero-tolerance policy. Any student or parent found to be abusive or disrespectful to any tutor or staff member will have their sessions terminated immediately. No reimbursement will be provided if a session ends prematurely due to such behaviour.

Tutor Expectations

- High Expectations: Tutors are expected to set high expectations that inspire, motivate, and challenge students.
- Promote Progress: Tutors should promote good progress and outcomes for their students.
- Subject Knowledge: Demonstrating good subject and curriculum knowledge is essential.
- Well-Structured Lessons: Tutors must plan and teach well-structured lessons that meet the needs of their students.
- Adapt to Student Needs: Tutors should adapt their teaching to respond to the strengths and needs of all students.
- Effective Assessment: Tutors should make accurate and productive use of assessment to enhance learning outcomes.
- Behaviour Management: Managing behaviour effectively to ensure a safe and productive learning environment is crucial.
- Professional Responsibilities: Tutors are expected to fulfil wider professional responsibilities as part of their role.
- Respect: Tutors are required to show respect to all students and parents at Learn With SAT.

Signed: Sammie Allen

A handwritten signature in black ink that reads 'S. Allen'.