



LEARN WITH TUTOR JULIE

THE TUTORS'
ASSOCIATION

INDIVIDUAL MEMBER

2025-2026

Behaviour Policy

1. Purpose of This Policy

This Behaviour Policy aims to:

- Create a safe, respectful and positive learning environment
- Clearly outline expectations for the tutor, learners and parents/carers
- Promote mutual respect, kindness and co-operation
- Ensure consistency across all learning environments.

This policy applies to all tuition sessions delivered:

- In the learner's home
- At a hired venue (e.g., community hall, library, classroom space)
- Online

2. Core Values

All sessions are guided by the following principles:

- Respect
- Safety
- Kindness
- Responsibility
- Inclusivity
- Positive encouragement

3. Expectations of Julie

Julie will:

Professional Conduct

- Treat all learners with respect, fairness and patience
- Use age-appropriate language and behaviour at all times
- Maintain professional boundaries
- Follow safeguarding best practices
- Arrive on time (parents / guardians will be informed by phone call / text as soon as possible if I am delayed) and prepared for sessions.

Creating a Positive Learning Environment

- Encourage effort and celebrate progress
- Use positive reinforcement
- Provide clear instructions and expectations
- Manage behaviour calmly and consistently
- Adapt teaching to meet individual learning needs.

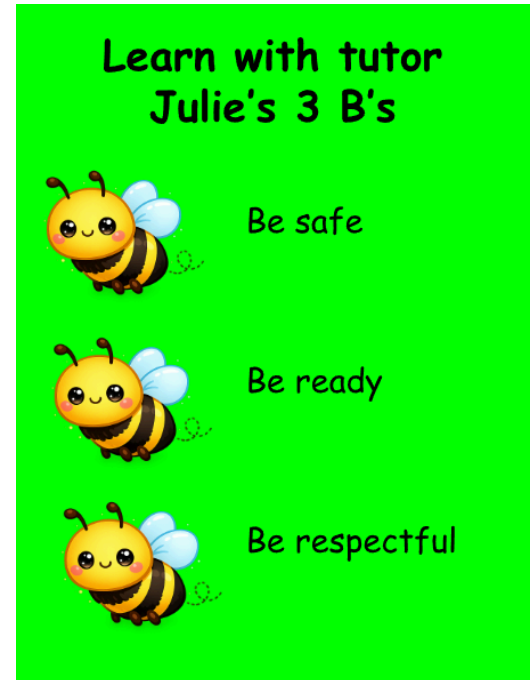
Safety

- Ensure the learning environment is safe and appropriate
- Follow safeguarding procedures
- Report concerns appropriately
- Maintain confidentiality (except where safeguarding concerns arise).

4. Expectations of Learners

Learners are expected to:

- Be safe (moving around, using equipment, proximity to furniture and others)
- Be ready (be ready to learn - organised with equipment, positive attitude, polite speaking and listening)
- Be respectful (towards Julie, others in a group situation, property belonging to Julie, a venue or in the home)



- This poster is displayed in all sessions

Unacceptable behaviour includes:

- Hitting, kicking or physical aggression (immediate termination of the session - no refund)
- Swearing or abusive language (immediate termination of the session - no refund)
- Deliberate damage to property
- Refusal to participate without reason
- Bullying or discriminatory behaviour

5. Behaviour Management Approach

Julie uses a positive and supportive behaviour approach:

Step 1: Reminder

A calm verbal reminder of expectations.

Step 2: Clear Warning

Clear explanation of what needs to change and why.

Step 3: Consequence

Appropriate consequence, such as:

- Short break/reset
- Change of activity
- Informing parent/carer

Step 4: Parent Communication

Persistent or serious behaviour will be discussed with parents/carers.

Serious incidents (e.g. physical or verbal aggression, safeguarding concerns) will result in immediate termination of the session.

6. Behaviour in the Learner's Home

Additional expectations:

- A responsible adult (18+) must be present in the home at all times
- Sessions should take place in a suitable learning space (e.g. well-lit, table / desk area)
- Distractions (TV, loud music, devices not used for learning) should be minimised
- Learners should not leave the session area without informing Julie.

Julie will:

- Respect the family home
- Remain in agreed areas only, unless after consultation with a parent / guardian.

7. Behaviour at a Hired Venue

Additional expectations:

- Learners must follow venue rules (no running / rushing etc)
- Respect shared spaces, property and furniture
- Remain within the designated tutoring area
- Use equipment safely.

Parents/carers are responsible for:

- Drop-off and collection on time
- Informing Julie of any medical or behavioural needs.

Julie reserves the right to end sessions if venue safety rules are broken.

8. Behaviour During Online Sessions

Online sessions require additional digital expectations:

Learners must:

- Join sessions on time
- Use respectful language in chat and verbally
- Keep camera on where agreed (unless previously discussed)
- Not record sessions without permission
- Use the platform appropriately.

Parents/carers must:

- Ensure the child is in a safe, quiet space
- Supervise as appropriate for the child's age
- Ensure appropriate online conduct

Julie will:

- Use secure platforms
- Keep professional boundaries
- End the session if online safety rules are breached

9. Anti-Bullying and Inclusion

Bullying, discrimination, or exclusion based on race, gender, religion, disability, or background will not be tolerated.

All learners will be treated fairly and supported appropriately.

10. Safeguarding

The safety and wellbeing of learners is paramount.

Julie will:

- Follow safeguarding best practices
- Report concerns according to local safeguarding guidelines
- Record incidents where appropriate

If a learner discloses something concerning, Julie cannot promise confidentiality and may need to report this.

11. Communication with Parents/Carers

Parents/carers will be informed of:

- Repeated behavioural concerns
- Positive progress
- Any serious incidents

Open and respectful communication is encouraged.

12. Termination of Services

Tuition services may be suspended or terminated if:

- There is physical or verbal aggression towards Julie
- Safety is compromised
- There is repeated serious misconduct
- Online safety rules are repeatedly breached

Where possible, concerns will be discussed before termination.

13. Agreement

By engaging in tutoring services, parents/carers and learners agree to follow this Behaviour Policy.