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Welcome Pack



Hi everyone! I'm Laura Truepenny and I have been a primary school teacher for over 10 years, teaching in every age group from EYFS up to Year 6. I am also a level 3 forest school leader, hold an NPQML and am a dyslexia-specialist tutor, having completed an Accredited Level 5 - Certificate in Dyslexia; Literacy, Support and Intervention.

I absolutely love working with young people - they are a constant source of inspiration to me and I feel absolutely privileged to be in a position where I can have a positive impact on so many awesome young people. What could be more important than supporting the youth of today to unlock their creativity and imaginations? As Albert Einstein once famously said, imagination is more important than knowledge. Knowledge is limited, but imagination encircles the world.

In this changing world we live in, there is a great need for children to be inquisitive reasoned thinkers and problem solvers. That's why my lessons aim to build confidence, resilience, independence and enhance children's innate sense of wonder and inquisitiveness!

This welcome pack sets out the services I offer and terms and conditions of my service.



Getting started

1:1 lessons: Your child's areas of strengths and development will be discussed over messenger or email. I will plan an initial session based on what you tell me and the curriculum objectives for their year group. The more information you can give me to begin with, the more successful the first session will be as I will be better able to gauge a starting point. After one session I can get a very good idea of where your child is and how I can help them progress.

Group lessons: I offer group lessons for home-educated children. The timetable for these is as follows:

Tuesday					
8:55-9:40am	9:45-10:30am	10:40-11:40am	11:50-12:50pm	12:50-2:20pm	2:30-3:30
1:1	1:1	Home ed group ages 9-12 (maths)	Home ed group ages 9-12 (English)	Lunch and board game club	1:1

Wednesday						
8:55-9:25am	9:30-10:00am	10:10-11:10am	11:20-12:20pm	12:30-1:00pm	1:10-2:00pm	2:05-3:05pm
1:1	1:1	Home ed group ages 7-9 (maths)	Home ed group ages 7-9 (English)	Lunch	1:1	1:1

Thursday			
9:05-11:15am	11:25-12:30pm	12:30-1:00pm	1:00-3:10pm
Home ed group ages 5-6 (maths and English)	Home ed group ages 9-12 (maths)	Lunch	Home ed group ages 7-9 (maths and English)

What to expect in tutoring sessions

Maths teaching

I use concrete and pictorial resources as much as possible to demonstrate maths concepts. All my lessons focus on the three core skills of fluency reasoning and problem solving. I use practical and creative activities as much as possible, linking the maths to real-life.

English teaching

My English lessons focus on spelling, reading skills and creative writing. I use a range of techniques and stimuli to bring the learning to life as much as possible and engage my pupils. Through carefully-chosen, high-quality texts, children are inspired to continue the learning at home.

Charges & payment

Face-to-face 1:1 tuition

50 minute 1:1 session £35

1 hour 1:1 session £40

1 hour 1:2 session £55



Online 1:1 tuition

30 minute 1:1 session £20

50 minute 1:1 session £32

50 minute 1:2 session £45

1 hour 1:1 session £37



Face-to-face homeschool groups

1 hour £10 per person

1.5 hours £15 per person

2 hours £20 per person



Board game club!

1.5 hours (bring a packed lunch) £7.50

Board game club is the only service that works on a pay-as-you-go basis – you must pay the day before or the morning of the club to secure your space.

Admin fee £35/hr if you require a report to be written

Bad Weather

In the event of bad weather that prevents you from being able to safely come to the lesson, you will be refunded 50% of the fees for that lesson off the next invoice.

Extended holidays

If you have a holiday booked during lesson times that will be three weeks or more, if you give at least 1 month's notice you can reserve your child's space for when you return by paying 50% of the cost of the sessions you will be missing.



Respite for Home-Ed parents!

I will be running childcare for 5+ year olds on sporadic Fridays. You will need to book on a week in advance and pay the day-fee in advance to secure your space.

The cost is £30 from 9:30-3:30pm.

Sibling discount offered (two for £55)

Message me on facebook or via email Truependous.tutoring@gmail.com to go on the list to receive updates about this service!

Payment details

Payee Name: Truependous Ltd

Account Number: 31614005

Sort Code: 23-69-72

*You will be notified 2 weeks in advance of any fee increases.

Terms and conditions of tuition

1:1 face-to-face sessions: Payment is taken a month in advance for all lessons, which are term-time only. No refunds will be issued for missed lessons. I have a very long waiting list, so your payment holds your child's space.

If you decide to stop the tutorials permanently, you must give at least 2 weeks' notice to avoid additional charges.

Face-to-face homeschool groups: Payment is taken **a month in advance** and no refunds are given for missed sessions. I have a long waiting list so payment holds your child's space even if you are not able to attend. Two weeks' notice must be given if you do not wish to take up the space the following month. Payment must be received by the date on the invoice and a reminder will be issued if payment is late.

1:1 online sessions: If a tutorial is interrupted by a technical problem at your tutor's end (such as machine breakdown or an interruption to the connection) the charge for the tutorial will be reduced in proportion to the time lost. Alternatively, the session will be rearranged.

If the tutorial is interrupted by a technical problem at your end the charge for the tutorial will not be reduced.

Child Protection & E-Safety

Child protection is a top priority. I hold an Enhanced Disclosure and Barring Service certificate (DBS) and am on the update service. During the zoom lesson, parents are welcome to observe as they wish.

During online lessons I am unable to ensure that children are not accessing different areas of the internet. It is the supervising parent's responsibility to be vigilant with online safety measures in their home and check on their child when they are online.

I will always obtain permission before recording lessons and using clips in marketing.

Photos of children's work will be regularly shared on my Facebook page to celebrate achievements and names will be omitted from the piece.

I am registered with the ICO.

Additional information

The rate at which students make progress varies from individual to individual, and is influenced by many contributory factors. I strive to provide the best possible service and will do everything I can to help students improve. However, I can offer no guarantee of academic success.

I am not liable for any direct, incidental, consequential, indirect, special, punitive or similar damages arising out of use of this tutoring service. You, the client, specifically waive any and all claims arising out of the use of my tutoring service.

Agreement

In signing the contract, you agree to all of the terms laid out in the welcome pack.

