

Why do parents/carers employ a private tutor?

Some parents/carers do so for their children to:

- learn a musical instrument
- help with school work
- improve subject grades
- increase confidence
- support learning for those educated at home
- help with another extra-curricular activity such as drama or sports coaching



Some commonly asked questions...

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

Not generally but if you are worried about your child's progress or grades, staff might be able to advise about additional support the school is able to provide or could tell you about Dorset County Council services such as with music tuition. Also, school staff might know of other colleagues who would be willing to provide additional tuition for your child at home on a private paid basis.

Some music teachers use schools as a venue but parents remain the employer.

Does Dorset County Council have a list of tutors?

No; parents / carers are solely responsible for finding and paying for tutors. Private tutors are not licensed or regulated by the Local Authority. The exception is if you access music tuition via the County Council's Music Service.

If my child's school cannot help me, how do I find a tutor?

Many tutors advertise in local papers or on the Internet. Other parents might be able to recommend someone.

Does the school need to know if I employ a private tutor for my child?

It is a good idea so that staff can respond to your child's changing learning needs.

When selecting a tutor, how can I be sure that s/he is safe to work with children?

Gather as much information as you can; remember you are the employer. Some of the things to consider:

- always have a face to face interview with the potential tutor
- ask to see qualification certificates and professional references
- ask to see a CV and question any gaps in employment
- check s/he is familiar with the syllabus your child is following
- if s/he is teaching another child or has done so recently ask if you can speak to the parent/carer
- if s/he is employed elsewhere (such as in a local school or college) ask for a reference from the Headteacher or Principal
- take your child to meet the tutor to see if they get on before you employ him/her
- be clear about methods of communication with your child. All correspondence should come to you; tutors should never text or e-mail your child directly

Should I ask to see a DBS check certificate?

Criminal records checks are done by the Disclosure and Barring Service (DBS). They are not required by law for self employed private tutors and in fact individuals cannot obtain checks – they have to go through a registered body so only those who are also employed in schools or by an agency are likely to have them.

When I have found a tutor, where should the tuition take place?

- The best place is your home, in a quiet place away from distractions.
- Bedrooms are not appropriate, even if they have a desk or study area. It is better for you to have access to the room so you can see / hear what is going on at all times.
- If your child goes elsewhere for tuition you should stay with him / her in sight.
- If s/he is taught in a group, seek reassurance s/he will stay within the group.
- If your child is taught music in his/her school, although the tutor is employed by parents, you can ask the school what safeguarding arrangements they have put in place, such as a risk assessment.
- Any tutor who is aware of safeguarding and current expectations of professional staff should have no objection to any of these arrangements and is in fact likely to offer them without your suggestion.



What should I do if the tutor behaves inappropriately with my child or my child tells me something inappropriate has happened?

- Always take seriously any concerns expressed by your child.
- Any adult who behaves in an abusive manner with a child should be reported to the Police or Social Care.

Social Care number:
01202 228866

Out of Hours: 01202 657279

Police: 101 (non-emergency)
999 (emergency)

- They will make enquiries and if necessary start a child protection investigation.
- If you or your child have other concerns about the tutor you should cease using his/her services.
- You should discuss the concerns with the agency or employer if you know the tutor is teaching elsewhere.
- If the tutor is teaching your child in a school, ensure you let the Headteacher know of your concerns as soon as possible.

By following the guidance in this leaflet, you will have taken reasonable steps to safeguard your child.

If in doubt about employing a particular individual as a tutor – don't!



For further information please contact:

Safeguarding Standards Advisor

Dorset Children's Services

Tel: 01305 221122
Fax: 01305 251814



Email: sasteam@dorsetcc.gcsx.gov.uk

Website: www.dorsetlscb.co.uk

Private Tutors

**Advice for parents
and carers**

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Working together to keep children and young people safe