



St Mary's School

CAMBRIDGE

Home Tutor Policy

Introduction

This policy explains the rationale of St Mary's Senior School concerning requests for recommendations of a Home Tutor and issues that may arise between home and school when a Home Tutor is employed by a family.

Principles

It is the policy of St Mary's School that we do not recommend Home Tutors to parents apart from exceptional circumstances where there is a clearly demonstrable educational need.

(a) Ethos

St Mary's School is committed to offering the highest possible quality of education to students. The School believes that the academic success of our students is secured by our commitment to an holistic approach to education and human development in accordance with the teachings of the Roman Catholic Church and the charism of Mary Ward.

The School welcomes contact from parents concerned about their daughter's progress. The School will take all measures it deems appropriate, in the professional opinion of the academic and pastoral staff responsible for the student concerned, to support each student to secure her academic progress and personal development. An implication of this commitment is that parents should not need to engage Home Tutors and it would be unnecessary for the School to recommend them.

(b) Quality of Provision

It has been the School's experience that the quality of Home Tutors engaged by parents can be very variable. Where a Home Tutor is not aware of the particular requirements of the subject specifications his/her advice can be detrimental to the student's performance. Monitoring of the performance of different groups of students suggests that those with tutors do not necessarily do better than expected. Indeed, by comparison with a control group, there is some evidence they do less well. On the basis of this evidence St Mary's would not wish to support parents in engaging Home Tutors.

(c) Exceptional Circumstances

In certain exceptional circumstances St Mary's School may put a parent in touch with a Home Tutor. An example of these exceptional circumstances is when a student has had to change schools during study for public examinations and a tutor is needed to help them catch up or refocus their efforts on new specifications or when there has been much absence due to ill health or another mitigating circumstance.

To avoid problems with quality of provision it would be prudent in such circumstances for Departments to recommend a Home Tutor to parents. However, as Departments will not recommend a Home Tutor unless they can be certain of the quality of that individual's work it will not always be the case that we will be in a position to provide a suitable contact.

Procedures

- Parents who are concerned about the progress their daughter is making should contact the Head of Year or Head of Department in the normal way.
- Progress in the subject will be reviewed and discussed in the light of baseline and other data held in school.
- The School reserves the right to recommend further investigation through the Language and Learning Department.
- Where appropriate in the judgement of the School some extra support will be offered. This can include:
 - Ad hoc support at lunch time
 - More formal support after school
 - Subject surgeries

- One-to-one or small group remedial tuition with teaching staff
 - Paid-for extra one-to-one or small group tuition with former staff
- Departments will furnish parents with information about subject specifications when asked.
- Departments should only put parents in touch with a Tutor following a discussion with the Deputy Head (Academic) in which the case is made that the circumstances warrant this step.
- Any Tutor recommended by Departments should be someone whose work can be vouched for such as a former member of staff.
- Under no circumstances can a Home Tutor assist with preparation for controlled assessments or coursework as the School must certify to examination boards the amount of support received by students.
- Parents engage an unapproved Home Tutor at their own risk.
- Departments will not enter into regular contact with unapproved Tutors about the detail of work undertaken in school.

The Deputy Head (Academic) is responsible for this Policy. This Policy will be reviewed by the Senior Leadership Team in May 2018.