



EST. 2021

STUDENT INFORMATION BOOKLET 2025



Table of Contents

- Welcome to Mentoring Young Minds
- Who We Are
- How We Match Students and Tutors
- How Our Sessions Work
- The Importance of Wellbeing
- Cancellation Policy
- Pricing Information
- Contact Information



Welcome to

Mentoring Young Minds



Dear Students and Parents,

Welcome to Mentoring Young Minds! We are thrilled to have you join our community for the 2025 academic year. This booklet provides you with all the information needed to make the most of our tutoring services.

At Mentoring Young Minds, every child and family is truly valued. You are not just a number to us – we take the time to understand your unique needs and goals. Our mission is to empower students to achieve their personal best through tailored educational support, a focus on overall wellbeing, and fostering a love for learning.

We are also happy to collaborate with schools and other organisations to ensure your child is supported in the best possible way.

We look forward to supporting you on your learning journey and helping your child thrive both academically and personally.

Warm regards,

A handwritten signature in black ink that reads "Alisha Wood". The script is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Founder, Mentoring Young Minds

Who We Are

Our Story

Mentoring Young Minds was founded in 2021 by Alisha Wood, an experienced secondary school teacher with over 15 years in education. Frustrated by the increasing academic and the impact this had on student wellbeing. Alisha created Mentoring Young Minds to provide a nurturing environment where students rediscover their love for learning.



Our Mission

- To develop a personalised tutoring that caters to each individual and their learning styles.
- To build confidence and foster a growth mindset in each student.
- To support students' mental and emotional wellbeing alongside their academic success.
- To develop the skills needed to be successful life long learners.
- To create a safe, nurturing learning environment.

How We Match Students and Tutors

We believe that the right tutor can make all the difference in a student's educational journey. Here's how we ensure the perfect match:



Personalised Assessment:

We review each student's academic needs, individual learning style, and personal interests.

Tutor Expertise:

Our tutors are carefully selected based on their subject knowledge, ability to effectively explain concepts in various ways, and how they connect with students and make them feel safe.



Learning Needs and Personalities:

We consider additional learning needs, personalities, and interests to ensure tutor and student compatibility.

Ongoing Support:

Regular check-ins with both student and parents allow us to adjust the tutoring approach as needed.

How Our Sessions Work

Session Structure:

Duration: Each tutoring session lasts for one hour (unless otherwise agreed).

Frequency: Sessions are scheduled weekly, but frequency can be adjusted to individual needs.

Format: We offer both in-person and online sessions to provide flexibility - one to one, partnered and small group.

Materials: Tutors provide resources and materials tailored to the student's curriculum and learning goals.

What to Expect During a Session:

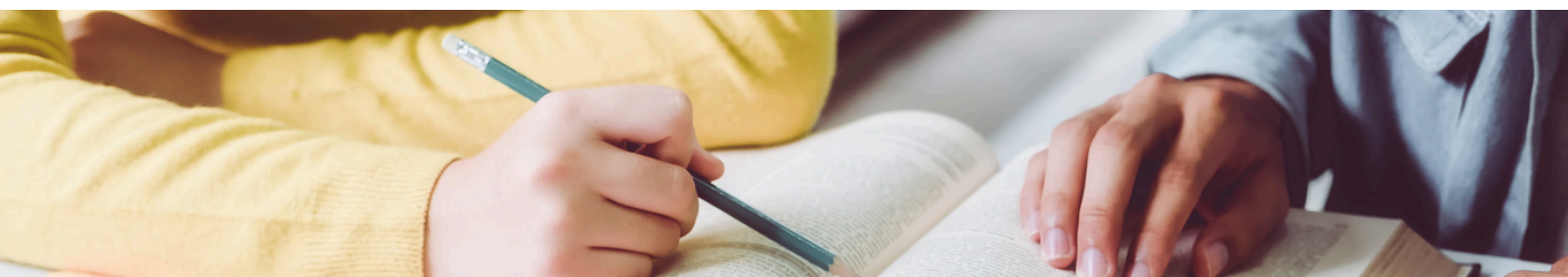
Check-In: Begin by discussing how the week has been for the student, including any challenges, concerns, or achievements they'd like to share. This helps set the tone for the session and ensures any immediate needs are addressed.

Warm-Up: Review of previous material and setting goals for the session.

Core Learning: Focused work on current topics, homework assistance, and skill development.

Interactive Activities: Engaging exercises to reinforce learning.

Review and Feedback: Summarising key points, discussing progress, and assigning any practice tasks to be completed before the next session.



The Importance of Wellbeing

At Mentoring Young Minds, we understand that a student's wellbeing is vital for their academic success.

Holistic Approach: We integrate mindfulness and stress-management techniques into our sessions to help students manage their emotions effectively. This includes activities like guided breathing exercises, visualisation techniques, and strategies to combat test anxiety, fostering not just academic growth but also mental well-being. By equipping students with these life skills, we aim to prepare them for challenges beyond the classroom.

Safe Environment: Our tutors prioritise creating a welcoming and judgement-free space, where students feel confident expressing their thoughts, asking questions, and even making mistakes. We focus on building trust and rapport, ensuring each student feels valued and supported, which forms the foundation for effective learning and personal growth.

Building Confidence: Every achievement, no matter how small, is acknowledged and celebrated. This positive reinforcement helps students build their self-esteem and develop a can-do attitude toward challenges. Through tailored feedback and encouragement, we instil a belief in their abilities, empowering them to tackle even the most difficult subjects with confidence.

Parental Involvement: We believe in the power of teamwork between tutors, students, and parents. Our approach includes regular updates on your child's progress, open communication channels for discussing any concerns, and collaborative goal-setting to align efforts at home and during sessions. By fostering this partnership, we ensure a cohesive support system that reinforces learning and growth.

Cancellation Policy

We understand that schedules can change, and our cancellation policy ensures fairness while respecting our tutors' time.

Cancellation/Non-Attendance Policy:

A cancellation/non-attendance policy exists due to the fact that:

- There is high demand for certain programs, teachers, and time slots, many of which currently have no vacancies. Therefore, it is imperative that these sessions have a commitment to attend weekly.
- Teachers commit to specific timetables for the term, planning and preparing for each session in advance.



Policy Details

Notice Period:

- If no notification is given or less than 8 hours' notice is provided for non-attendance, the full session fee will be charged.
- We understand that sickness or emergencies may arise unexpectedly. In such cases, we will endeavour to rebook the missed session (either face-to-face or online) to avoid any out-of-pocket costs.

Advance Cancellations:

- For cancellations made with at least 8 hours' notice (due to sickness, holidays, etc.), we will make every effort to reschedule the session within the 7 days before or after the originally scheduled session.

Notification Requirements:

- All cancellations must be communicated via:
 - Email: hello@mentoringyoungminds.com.au
 - Text: Alisha (0402 777 328)
- Cancellation/non-attendance fees will be invoiced within 24 hours of the scheduled session start time.

End-of-Term Attendance:

- Students are expected to attend all sessions until the end of the term they are enrolled in.
- If this is not possible, please provide at least 3 days' notice of their completion date for the term.

Late Fees:

- A 20% late fee will be applied to payments overdue by more than two (2) weeks.

Pricing Information

We strive to make quality education accessible with competitive pricing.

Individual Tutoring

Primary School (Years K-6):

- In-Person: \$80 per hour
- Online: \$75 per hour

Secondary School (Years 7-12):

- In-Person: \$85 per hour
- Online: \$80 per hour

Experienced & Qualified HSC Teachers may attract an additional cost.

Partnered Tutoring

- In-Person: \$60 per hour, per student
- Online: \$55 per hour, per student

Group Tutoring (2-4 Students)

All Year Levels:

- In-Person: \$50 per hour, per student
- Online: \$40 per hour, per student

Payment Options

- Payments can be made up front and credit applied to your account.
- Invoices are sent after each session, with a 7-day term for payment.
- Secure payment options include bank transfer and online payments.
- Invoices are provided, alongside a report from each session, for your records.

Please Note:

Late payments may incur a 10% late fee.

Contact Information

Contact Details



Phone: 0402 777 328



Email: hello@mentoringyoungminds.com.au



www.mentoringyoungminds.com.au

Social Media



[@mentoring.young.minds.aus](https://www.facebook.com/mentoring.young.minds.aus)



[@mentoring.young.minds](https://www.instagram.com/mentoring.young.minds)