



*Aspire to Achieve*

Aspire Private Tutoring

# Customer Handbook



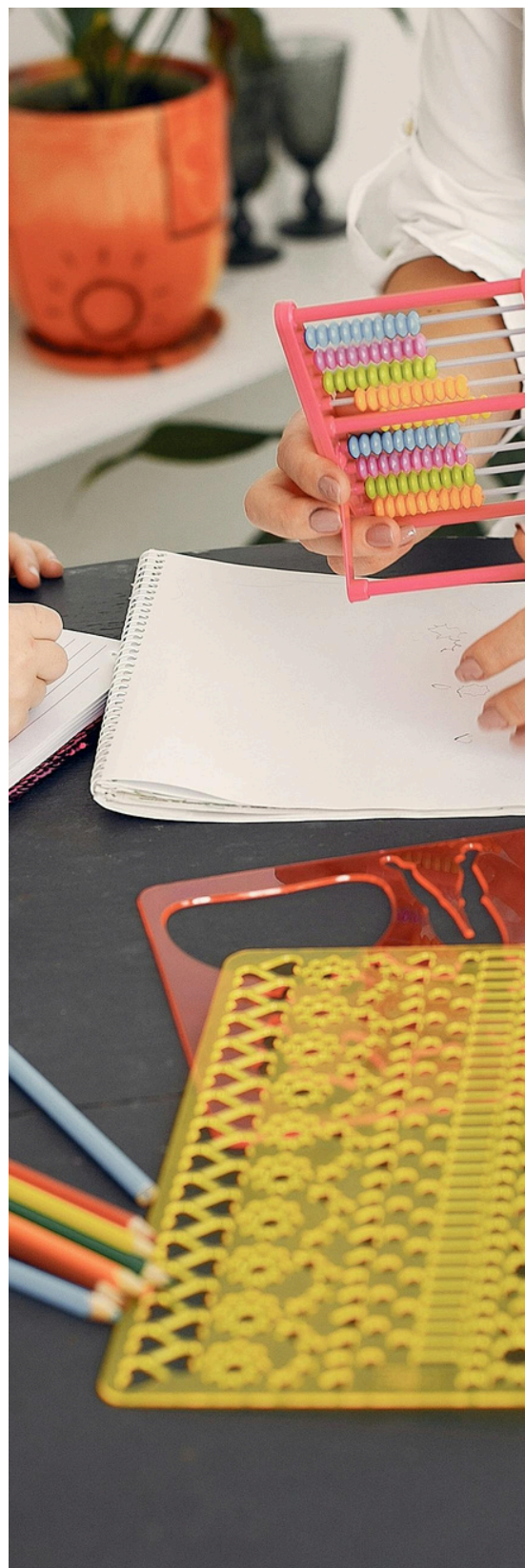
ENGLAND

E. [info@aspireprivatetutoring.com.au](mailto:info@aspireprivatetutoring.com.au)  
P. 0421662053

# Table of Contents

---

03	Welcome
04	Getting Started
05	Who is Aspire?
05	Our Story
06	Purpose
06	Vision
06	Mission
07	Pillars
08	Values
09	Our Team
09	Exceptional Educators
10	Teaching Excellence
12	Getting to Know Our Tutors
13	Testimonials
14	Locations
14	Australia
14	England
15	Year Levels & Subjects
15	Primary Levels
16	Secondary Levels
16	Tertiary Levels
17	Lesson Deliveries
17	Lesson Settings
18	Lesson Formats
19	Inside Our Lessons
19	Tailored to Your Learning Goals
22	Structured by Pedagogical Practice
23	Exclusive Range of Features
27	FAQs
32	Pricing
32	Inclusions of Services
33	Cancellation and Rescheduling Policy
33	Contact and Support
34	Billing and Payment
35	Conclusion



# Welcome

Central to our philosophy is the understanding that learning is not a one-size-fits-all journey. Students thrive when supported through personalised academic guidance that may not always be accessible within traditional classroom environments.

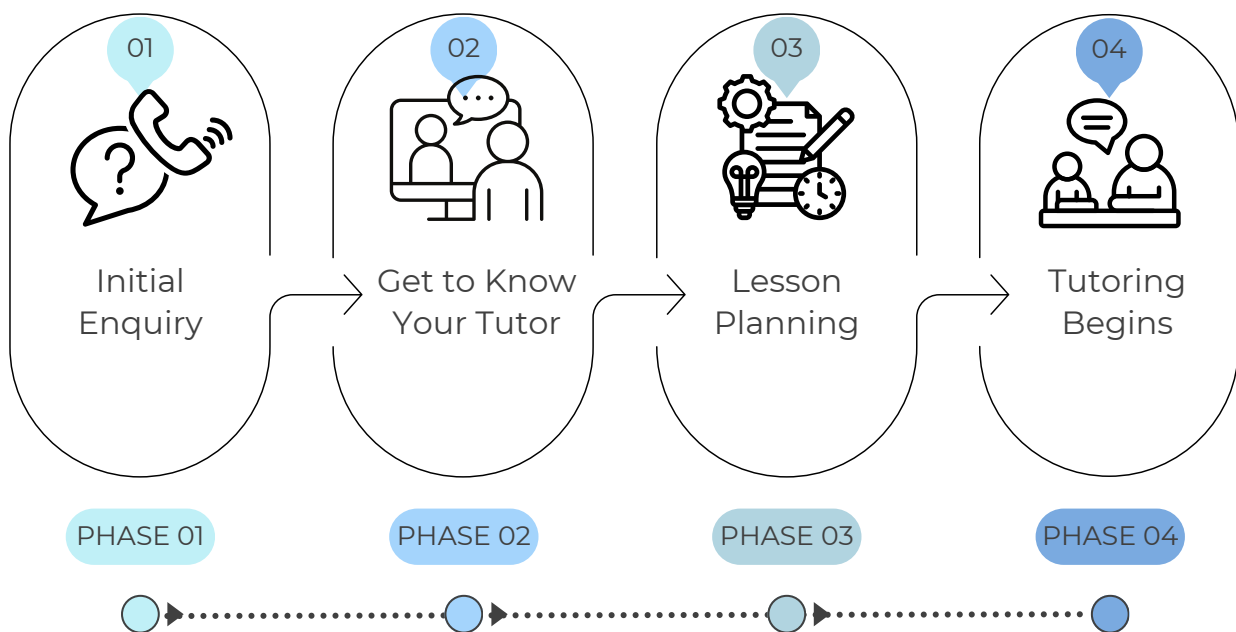
We are a team of experienced educators (in Australia and England) who deliver tutoring lessons Online or Face-to-face for Individuals or Groups on a wide range of subjects across Primary, Secondary, and Tertiary Levels.

Choosing Aspire means partnering with a trusted education provider - one that is dedicated to delivering high-quality, personalised tutoring that guarantees results, where students can truly Aspire to Achieve. Welcome to our community!



# Getting Started

Here is an outline of your journey with us here at Aspire Private Tutoring! This is designed to provide you with a clear understanding of what to expect, from your initial enquiry to ongoing support. We believe that a structured approach is key to achieving academic success, and we are here to make each step as smooth and effective as possible!



Speak with a Learning Advisor to discuss your academic needs!

Get to know your suited tutor by reading their Tutor Profile and/or attending our optional online Introductory Meeting.

Your tutor gets started with planning, creating your Student Learning Profile, Personalised Learning Plan (for students with Special Educational Needs), Lesson Progress Report and Lesson Plans.

Time to get started and see those results!

# Who is Aspire?

Ready to learn more about who we are? This section outlines the guiding principles that reflect our commitment to personalised education. Together, they shape the way we support every learner.



## Our Story

Aspire Private Tutoring began with a teacher who became inspired by the key to student success: personalised education. They believed that every student could achieve their academic goals when teaching is tailored to their individual needs and supported by expert guidance that nurtures both learning and wellbeing. Motivated by a genuine love for teaching and helping students reach their full potential, Aspire was created.

What began as one educator supporting students through personalised tutoring soon grew as other like-minded teachers recognised the value of this approach. Today, Aspire is a collaborative network of highly qualified educators who share the same commitment to helping students succeed. Our tutors are located throughout Australia and England, offering subjects across Primary to Tertiary Levels through lessons that are delivered Online or Face-to-face for Individuals or Groups.

Here at Aspire, personalised education forms the foundation of everything we do. We extend high-quality education beyond the classroom through personalised, evidence-based tutoring that enhances both academic and personal growth. United by the belief that every student deserves the opportunity to succeed, we are committed to helping every learner reach their full potential. With the right guidance, students discover what they are truly capable of and how to Aspire to Achieve.



## Purpose

Our purpose is to empower students to achieve academic excellence and personal growth through evidence-based, personalised tutoring delivered by highly qualified educators.



## Vision

Our vision is to be a distinguished leader in personalised education, recognised for delivering equitable, evidence-based tutoring that guarantees results and equips students with the skills necessary for lifelong learning.

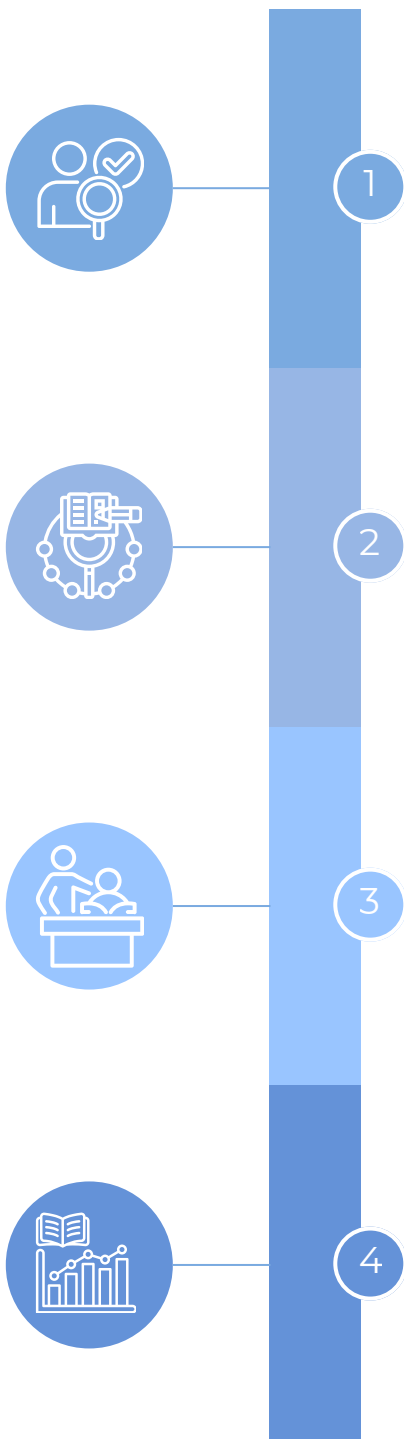


## Mission

Our mission is to consistently deliver exceptional, individualised tutoring tailored to students' diverse learning needs across a broad range of curricula and educational levels by qualified educators who enhance strengths, overcome challenges, and guarantee results.

# Pillars

Our four pillars lay the foundation for what makes Aspire Private Tutoring unique and effective.



## High-Quality

We deliver exceptional teaching standards by:

- Employing highly experienced tutors with expertise in their teaching disciplines to promote students' understanding.
- Utilising evidence-based teaching strategies and resources to provide comprehensive educational support that is guaranteed to enhance students' unique learning abilities.

## Personalised

We tailor lessons according to students' learning needs by:

- Creating Student Learning Profiles and Personalised Learning Plans that outline students' strengths, challenges, and goals to ensure lessons are tailored to promote individual achievement.
- Facilitating complimentary online Introductory Meetings where tutors can better understand their students' academic goals to prepare for future lessons.

## Supportive

We establish supportive learning environments by:

- Providing Support Programs (Study and Well-Being) to equip students with the skills necessary for personal development.
- Checking in with parents/guardians and students monthly via email to maintain positive tutor-student relationships.

## Progress Focused

We guarantee improved learning outcomes by:

- Completing Student Progress Reports after every session to document student outcomes and guide future learning.
- Collaborating with students' school teachers to examine their academic records and ensure tutoring aligns with their classroom assessment criteria.

# Values

At the heart of Aspire is a shared set of values that define our approach to teaching and learning.



## ■ Adaptability

We tailor our teaching to suit each student's learning style, pace, and goals.

## ■ Support

We create a positive and encouraging environment where every learner feels valued and confident.

## ■ Passion

We inspire curiosity and a genuine love of learning in every lesson

## ■ Excellence

We strive to deliver high-quality teaching that leads to meaningful progress and personal growth.

## ■ Respect

We value each student's individuality, strengths, and contributions.

## ■ Integrity

We act with honesty, professionalism, and accountability in all that we do.

# Our Team

Our tutors are passionate, highly qualified educators who combine expert instruction with a supportive teaching approach. This section outlines how we cultivate a team that ensures every student receives the highest quality learning experience. The expertise of our tutors are central to the success of our services.

## Exceptional Educators

Exceptional tutoring begins with exceptional educators. Discover how we carefully select, train, and support our tutors to ensure every student receives the highest quality learning experience.

### *Recruitment*



Our Recruitment process includes resume checks, background screening and an interview stage to ensure tutors meet our requirements: a minimum of one year of teaching experience, a valid Working with Children Check, a Police Check, strong knowledge of the Australian National Curriculum, and a genuine passion for teaching.

### *Onboarding*



Our Onboarding process pairs new tutors with a Learning Advisor who supports them as they become familiar with Aspire's standards, expectations, and teaching approach. Tutors receive curriculum guidance, access to our specialised teaching resources, and training to ensure they are prepared before beginning sessions.

### *Review*



Our ongoing Review process provides tutors with guidance in curriculum alignment, lesson planning, student support strategies, and Professional Development courses. Tutors also receive ongoing support from their Learning Advisor, who helps review their progress and guide their development to ensure high-quality learning experiences for every student.

# Teaching Excellence

Our tutors do far more than teach. Explore the responsibilities that guide how they support, inspire, and empower every student they work with.

## *We Communicate Efficiently*

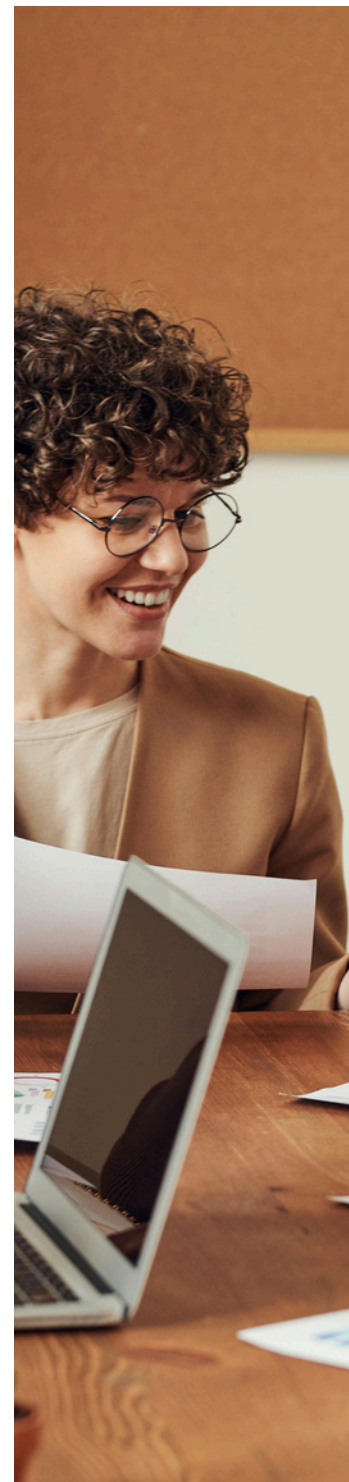
Clear communication is essential to successful learning. We maintain open, professional communication with students, families, and classroom teachers to ensure expectations are understood, progress is monitored, and support is provided. By fostering responsive communications, we create a collaborative learning environment that helps students stay motivated, confident, and on track to achieve their goals.

## *We Plan with Purpose*

Understanding each student's strengths, challenges, and learning goals guarantees lessons are catered to individual needs. We strategically design curriculum-aligned lesson plans that target each student's specific needs and learning goals. Through preparation and clear direction, every session becomes a purposeful step toward stronger understanding and academic success.

## *We Use Contemporary Pedagogy*

Lessons grounded in current, research-informed teaching practice support meaningful learning experiences. We use effective instructional strategies, clear modelling, purposeful questioning, and adaptive support to ensure learning is engaging, accessible, and deeply understood. This contemporary approach helps students build lasting knowledge, strong thinking skills, and meaningful academic progress.



### *We Mentor*

Tutoring should extend beyond teaching content. We guide, encourage, and support students both in and out of lessons as they develop independence, resilience, and positive learning habits. Through consistent positive student-teacher relationships, we help students grow not only academically, but also in confidence, motivation, and self-belief.

### *We Track Progress*

Progress is guided by reflection. We continually monitor each student's development through formative assessments, adjusting teaching strategies and learning goals as progress unfolds using Lesson Progress Reports. Clear feedback keeps both students, families, and classroom teachers informed, ensuring every step forward is intentional and meaningful.

### *We Celebrate Growth*

Every achievement matters. Whether it is mastering a new concept, improving a result, or simply gaining confidence, we recognise and celebrate each milestone. These moments of success inspire motivation, reinforce self-belief, and remind students of the skills they possess to become independent lifelong learners.



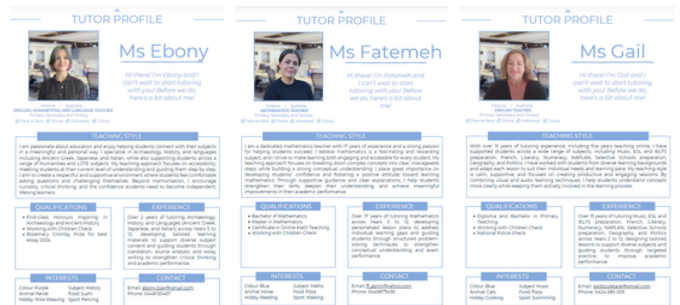
# Get to Know Our Tutors

Each of our tutors brings their own expertise, experience, and teaching style, all united by a shared commitment to helping students succeed.

We understand how important it is to find the right tutor, which is why we provide many opportunities for students to get to know their tutor before getting started.

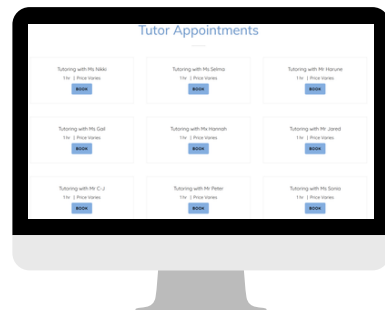
## Read Tutor Profiles upon email enquiry

Upon enquiry, you will receive a curated selection of Tutor Profiles to review and choose from.



## Book an appointment online

You can book an online appointment via our website to meet your tutor and ensure the right fit before getting started.



## Explore our team online

You can explore our tutors on social media, offering a deeper insight into their teaching style and approach.



# Testimonials

Want to learn more about how we tutor? Let's hear what some of our families have to say! You can find more testimonials on our website!



★★★★★

Year 5, English

“The bond between my daughter and her tutor has been exceptional. My tutor has provided my daughter not only with the concepts of mathematics but has also helped her to increase her self confidence.”

Guardian | Kim M.

★★★★★

Year 5-6, Mathematics

“Aspire Private Tutoring has been fantastic for my 11-year-old daughter and her maths skills have improved significantly over the past year. They are dedicated, committed, kind and patient and I highly recommend.”

Guardian | Jane W.

★★★★★

Year 7, Mathematics

“My tutor is extremely professional, while taking a personal approach to her students academic life. She has helped my daughter understand her learning needs in maths.”

Student | Kristy M.

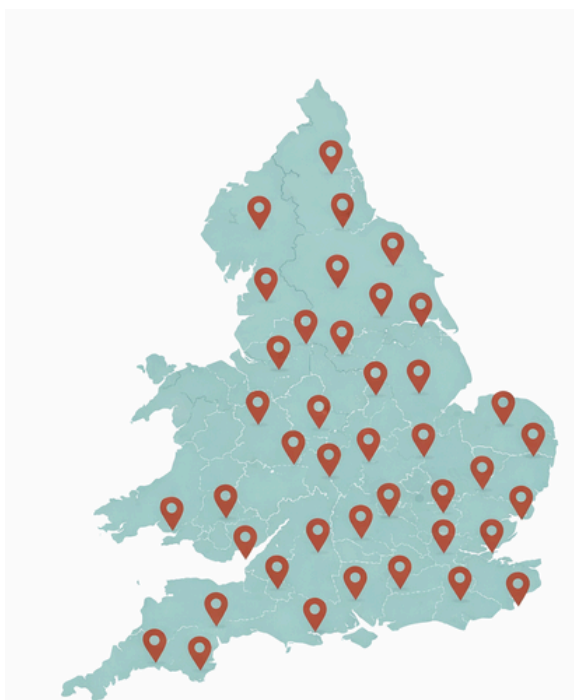
# Locations

Here at Aspire, we consistently strive to tailor learning experiences to the needs of students. This section describes the vast range of services that we offer to ensure that every student receives high-quality education. Celebrating individual learning differences is what makes our tutoring programs successful.

## Australia

Aspire Private Tutoring supports students across all major Curriculum Frameworks in Australia, including:

- New South Wales (NSW)
- Victoria (VIC)
- Queensland (QLD)
- South Australia (SA)
- Western Australia (WA)
- Tasmania (TAS)



## England

Aspire Private Tutoring supports students across all major Curriculum Frameworks in England, including:

- North East
- North West
- Yorkshire and the Humber
- East Midlands
- West Midlands
- East of England
- London
- South East
- South West

# Year Levels & Subjects

We offer academic support across a wide range of year levels and subjects to meet the diverse needs of our students. This section outlines the areas of study and stages of education covered by our tutoring lessons. Providing support across multiple subjects and year groups ensures that every student receives personalised guidance to help them succeed.

## Primary



### *Year 1*

English  
Humanities  
Mathematics  
Science  
Language



### *Year 2*

English  
Humanities  
Mathematics  
Science  
Language



### *Year 3*

English  
Humanities  
Mathematics  
Science  
Language



### *Year 4*

English  
Humanities  
Mathematics  
Science  
Language



### *Year 5*

English  
Humanities  
Mathematics  
Science  
Language



### *Year 6*

English  
Humanities  
Mathematics  
Science  
Language

## Secondary



### Year 7

English  
Humanities  
Mathematics  
Science  
Language



### Year 8

English  
Humanities  
Mathematics  
Science  
Language



### Year 9

English  
Humanities  
Mathematics  
Science  
Language



### Year 10

English  
Humanities  
Mathematics  
Science  
Language



### Year 11

We offer a broad range of Year 11, 12, & 13 subjects, with availability depending on each state's senior certificate. Subjects available upon request.



### Year 12&13

## Tertiary



### Year 1

We offer a broad range of tertiary-level subjects. Subjects available upon request.



### Year 2



### Year 3

# Lesson Deliveries

At Aspire, we provide flexible lesson delivery options designed to support a variety of learning needs and preferences. This section outlines the available lesson settings, including Face-to-face and Online sessions, as well as the different lesson formats such as Individual and Group tutoring. Offering multiple delivery options allows us to create learning environments where students can learn effectively and confidently.

## Lesson Settings

### Face-to-face



Our Face-to-face tutoring lessons offer individualised, one-on-one instruction where students and tutors work together in person to build understanding and confidence. These sessions can be held in the comfort of the student's home or at a mutually agreed-upon, convenient location, such as their school or a local library. This hands-on, interactive approach enables tutors to provide immediate feedback and support, ensuring that each student's learning needs are met in a supportive and familiar environment.

### Online



Our Online tutoring lessons bring students and tutors together virtually through Microsoft Teams for engaging, real-time learning. With the use of screen sharing, lesson recordings, virtual whiteboards, and 600+ interactive tools, these sessions offer a flexible and effective way for students to receive direct support. This online format ensures students can learn from the comfort of any convenient location, while still benefiting from personalised guidance, immediate feedback, and structured learning tailored to their needs.

# Lesson Formats

## *Individual*



Our Individual lessons provide one-on-one support tailored to each student's unique learning style and academic needs. In these focused sessions, students work closely with a tutor who is dedicated to their progress, ensuring personalised attention, targeted feedback, and a pace that suits the student. This approach helps build confidence, strengthen understanding, and maximise each learner's potential.

## *Group*



Our Group lessons offer an engaging learning experience where students work alongside peers with guidance from a dedicated tutor. Group sizes range from 2 to 5 students, allowing for a collaborative environment while maintaining individual attention. Students can join a pre-existing group or start a new group with others at a similar level. This setup fosters teamwork, encourages discussion, and provides a supportive space where students can learn from one another while receiving focused instruction.

# Inside Our Lessons

Our lessons are strategically designed by experienced educators to maximise learning outcomes. This section outlines how we ensure lessons are unique to each student by incorporating various learning goals, our Teaching and Learning model, as well as our exclusive range of additional features. Together, these elements ensure that every session is focused, engaging, and tailored to each student's development.



## Tailored to Your Learning Goals

The focus of each tutoring lesson here at Aspire is shaped by the student's individual learning goals in order to maximise learning outcomes. Prior to commencement, students are encouraged to share their unique learning goals, allowing their tutor to efficiently plan their sessions accordingly.

## Consolidate Classroom Learning



Our tutors support classroom consolidation by liaising with teachers, reviewing unit plans, assessment details, and academic records to ensure lessons are fully aligned with classroom learning. Students can expect to revisit key content from class, receive clarification on challenging concepts, and complete guided practice tasks that directly align with their current units and assessments.

## Receive Homework Support

Our tutors provide homework support by clarifying task requirements, guiding students through problem-solving, and reinforcing key concepts to ensure accurate and confident completion. Students can expect to clarify task instructions, practise applying concepts to set questions, and complete work accurately through guided problem-solving and reinforcement.



## Jump Ahead of Classroom Content



Our tutors support students in jumping ahead of classroom content by pre-teaching upcoming units, introducing core concepts in advance, and building foundational knowledge to ensure students enter class prepared and confident. Students can expect to be introduced to new concepts ahead of time, build foundational understanding through guided practice, and enter lessons feeling prepared, confident, and ready to participate.

### *Address Learning Gaps*



Our tutors address learning gaps by identifying areas of misunderstanding and delivering targeted instruction to rebuild foundational knowledge and ensure future learning success. Students can expect to diagnose specific areas of difficulty, receive targeted re-teaching of foundational concepts, and complete guided practice that supports stronger understanding and future learning success.

### *Prepare for Upcoming Assessments*

Our tutors prepare students for upcoming assessments by revising essential content, teaching assessment strategies, and guiding targeted practice to ensure students are confident and ready to perform. Students can expect to revise key topics, practise past-style questions, and receive feedback on technique and strategy to ensure they are confident and ready to perform in their assessments.



### *Receive Support for Additional Needs*



Our tutors support students with additional needs by creating Personalised Learning Plans and delivering instruction through educators with extensive experience in SEN teaching to ensure lessons are accessible, inclusive, and effective. Students can expect to follow personalised learning goals, engage with adapted materials and supports, and learn through evidence-based strategies delivered by experienced SEN educators to ensure learning is accessible and effective.

# Structured by Pedagogical Practice

Aspire completely relies on contemporary pedagogy to shape all practices. Our very own Teaching and Learning Model outlines the structured, evidence-based approach our tutors use to facilitate purposeful, student-centred lessons that support deep understanding, measurable progress, and academic success.



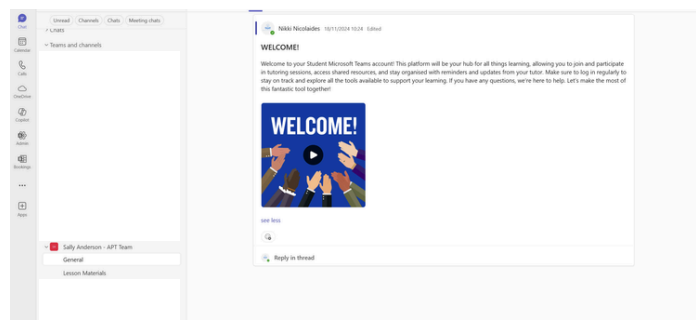
# Exclusive Range of Additional Features

At Aspire, we take care of our students through tailored support designed to support both wellbeing and academic growth. Our exclusive resources are completely unique, providing our students with evidence-based practical guidance that promotes consistent progress.

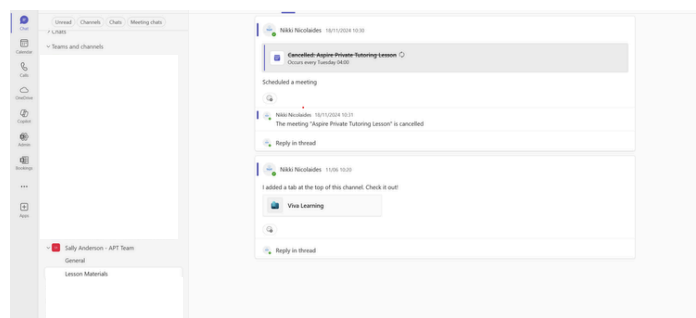
## Microsoft Teams

All of our students are provided with their own Microsoft Team account which serves as our main tutoring platform allowing students, parents/guardians, teachers and tutors to easily communicate. Through this platform, students can communicate with their tutor, keep track of scheduled lessons, view lesson recordings, access lesson resources, utilise 600+ interactive educational materials, and review Lesson Progress Reports/Student Learning Profiles/Personalised Learning Plans.

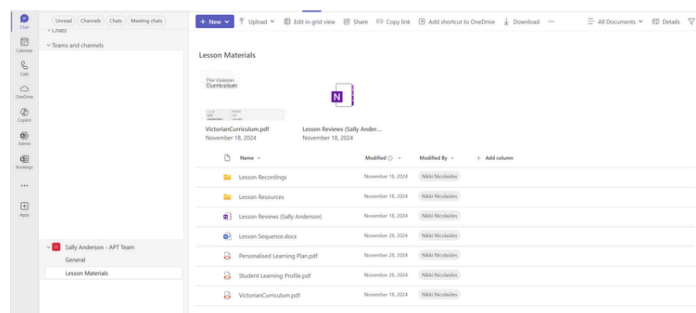
*Students and tutors can communicate via the general channel!*



*Students can access scheduled lesson details via the lesson materials channel!*



*Students can also find key learning materials in the lesson materials channel!*



## Student Learning Profiles

Upon our students' onboarding, we create their specialised Student Learning Profile which outlines their strengths, areas for development, and learning preferences. Through this, tutors can plan personalised lessons, track progress over time, and ensure support is tailored to each student's individual needs.

*By completing this form, tutors can better get to know their student!*

This will allow the tutor to personalise future lessons!

**Student Learning Profile**  
This form gathers information about the student's learning needs, goals, and preferences to support personalised lesson planning and effective tutoring support.

**Section 1**

**Lesson Details**  
Provide more information about the type of tutoring lessons you would like by answering the questions below.

1. School \*  
Enter your answer

2. Year Level \*  
Enter your answer

3. Subject \*  
Enter your answer

4. Curriculum (specify what state you live in) \*  
Enter your answer

5. Lesson Setting \*  
 Face-to-face  
 Online  
 Other

6. If you selected "Face-to-face" in the previous question, please specify the location:  
Enter your answer

7. Lesson Delivery \*  
 Individual  
 Group  
 Other

**Learning Details**  
Provide more information about your individual learning goals by answering the questions below.

8. Have you attended tutoring before? \*  
 Yes  
 No

9. What do you ultimately wish to achieve from tutoring? \*  
Enter your answer

10. How difficult is this subject for you? \*  

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

 Not difficult Very difficult

11. How do you rate your overall enjoyment in this subject at school? \*  
 ☆  
 ☆☆  
 ☆☆☆

12. What topic are you currently learning about in class? \*  
Enter your answer

13. Is there anything in particular that you would like your tutor to know about? \*  
Enter your answer

14. What would you like the focus of each tutoring lesson to be? \*  
 Consolidate Classroom Learning  
 Address Learning Gaps  
 Review Homework Support  
 Prepare for Upcoming Assessments  
 Jump Ahead of Classroom Content  
 Receive Support for Additional Needs  
 All of the Above

15. Please provide your classroom teacher's email address. This will allow your tutor to get into contact with your teacher. \*

## Personalised Learning Plan

The Personalised Learning Plan is a tailored educational plan designed to support students with Special Educational Needs (SEN), ensuring all student abilities are supported effectively. This allows our tutors to adapt their teaching approach, set appropriate targets, and provide structured support that meets each student's individual needs.

**PERSONALISED LEARNING PROGRAM (PLP)**

**Student Details**

- Name: Sally Anderson
- Year Level: 8
- Subject: Mathematics
- Lesson Setting: Face-to-face
- Lesson Delivery: Individual Training
- Diagnosis: ADHD (Combined Presentation), Inattentive and Impulsive Symptoms

**Diagnosis Overview**  
ADHD is a neurodevelopmental disorder affecting attention, focus, and activity levels. In ADHD cases, the combined presentation includes symptoms of both inattentiveness and hyperactivity.

- Inattentive Symptoms:**
  - Difficulty staying focused
  - Disorganisation and forgetfulness
  - Easily distracted and difficulty following multi-step instructions
- Hyperactive/Impulsive Symptoms:**
  - Restlessness and difficulty sitting still
  - Talking excessively or interrupting
  - Impulsive decision making and actions

**Suggested Strategies**  
To ensure Sally is maximally supported throughout the learning process, the following measures will be in place:

- Clear, Concise Instructions:**
  - Break down tasks into small, clear, achievable steps
  - Use visual aids (diagrams, examples) alongside verbal instructions
  - Provide continuous feedback by having Sally repeat the instructions
- Realistic Deadlines:**
  - Break complex problems into smaller parts to avoid overwhelming Sally
  - Set clear, realistic time frames for each part of the task
  - Use timers to manage time and give Sally periodic breaks
- Engage Multiple Senses:**
  - Utilise hands-on tasks or manipulatives, visual aids, and diagrams
  - Allow Sally to take notes in her preferred style (e.g., color-coded or diagram-based)
- Attention and Focus:**
  - Allow time between breaks between tasks to release energy
  - Encourage physical movement during breaks (e.g., stretching or walking)

- Positive Reinforcement:**
  - Offer regular praise and feedback to reinforce her efforts and success
  - Use incentives for completing tasks to encourage focus and productivity
- Consistent Routine:**
  - Maintain a structured lesson format to ensure predictability
  - Ensure all materials are organised before each session

**Learning Goals**  
Sally's primary goal is to prepare for her Engagement test on December 4th. The key focus areas will be:

- Engagement Changes:**
  - Understanding and applying the trigonometric ratios (sine, cosine, tangent)
  - Using the unit circle for trigonometric functions
  - Solving problems involving angles and triangles
- Study & Time Management:**
  - Develop strategies for effective study and time management
  - Use visual aids for task steps and deadlines to aid retention
- Organisation Skills:**
  - Support Sally in organising her notes and study materials
  - Help her develop a revision timetable to ensure consistent study practice leading up to the test

**Support Plan**  
To ensure Sally is maximally supported throughout the learning process, the following measures will be in place:

- Regular Check-ins:**
  - Weekly check-ins with Sally's parents to monitor her progress
  - Discuss any adjustments to the learning plan if necessary
- Job-share Alternatives:**
  - Provide simplified notes and formula sheets for Sally to review at home
  - Offer periodic strategies for revision and self-reflection
- Reflective & Self-Reflection:**
  - At the end of each session, encourage Sally to reflect on what worked well and areas for improvement
  - Use the feedback to adjust future lesson accordingly

**Outcomes**  
By implementing these strategies and breaking down learning into manageable sections, Sally will be able to manage her ADHD symptoms and focus on meeting her key concepts of engagement. The structured approach will support her in building confidence and preparing effectively for her upcoming test. This structured, goal-oriented approach will help Sally make steady progress and succeed in her Year 8 Mathematics course.

*We have supported a range of Special Education Needs including ADHD (Attention-Deficit/Hyperactivity Disorder), Autism Spectrum Disorder (ASD), Dyslexia, Dyscalculia, and Speech, Language and Communication Needs (SLCN)!*

## Lesson Progress Report

Unlike other tutoring businesses, our tutors create Lesson Progress Reports assigned to each lesson they facilitate. These reports summarise key lesson outcomes, allowing tutors to monitor students' progress while adjusting planning if necessary.

### LESSON: 20/02/2024

#### Classwork Resources

- Refer to the "Lesson Resources" folder on your Student Team.

#### Homework Resources

- Please complete the following questions from Chapter 4.3 - 1, 5 & 7 in your Cambridge Textbook.

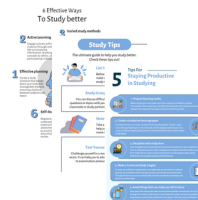
Topic	Learning Objectives	Lesson Outline	Feedback	Student Reflection
Solving Linear Equations	To successfully solve linear equations	Today we began by working through Chapter 4.3 Solving linear equations with brackets. After completing worked example 6 together, you completed a 10-minute quiz that was worth 8 marks to consolidate your learning. Then, we moved onto Chapter 4.4 Solving linear equations with pronumerals on both sides. Then we completed worked example 7 together.	Well done! You have been smashing this topic! I really liked how you were consistent with your note taking today. I was also really impressed by your quiz results! An 87% is amazing! You also completed the quiz very quickly, excellent time management skills.  I have listed some areas for you to improve on below. <ul style="list-style-type: none"> <li>Multiplication and division from 1 to 12.</li> <li>Adding and subtracting fractions by hand.</li> <li>Adding and subtracting negative numbers.</li> </ul>	<ol style="list-style-type: none"> <li>Today I learnt how to solve one-step linear equations.</li> <li>I would like to work on adding and subtracting fractions by hand.</li> <li>I will do this by completing question 5 (as set for homework), then going over it with you again next lesson.</li> </ol>

## Support Resources

As we strive to support both emotional and academic student growth, our students have access to a wide range of exclusive student resources which can be located on our website and on their Microsoft Team account. Combined with personalised support from our experienced tutors, these programs help students build confidence, enhance their knowledge, and develop lifelong study habits.

### Study Support

Our Study Support Program provides students with proven strategies for effective studying, time management techniques, and subject-specific resources.



### Well-being Support

Our Well-being Support Program includes practical strategies for relaxation, mindfulness techniques, and tips for balancing study and personal life.

## Academic Resources

To support student learning and academic progress, Aspire provides access to a range of exclusive academic resources which can be accessed on our website and on their Microsoft Team account. These additional resources are designed to accelerate students' understandings, enhance skills, and promote independent learning.



### *The Aspire Membership*

Looking for additional academic resources but not quite interested in tutoring? Not to worry! At Aspire Private Tutoring, we are excited to offer our exclusive Aspire Membership for just \$35! As an Aspire Member, you will gain unlimited lifetime access to a treasure trove of premium academic resources, including personalised worksheets, practice tests, practice exams, comprehensive notes, interactive learning materials, and much more. Members also enjoy an exclusive 20% discount on their first lesson with Aspire. With a one-time payment, you unlock a continuous stream of high-quality resources tailored to support your academic journey - forever! Join Aspire Membership today and empower your learning like never before.

# FAQs

Please reach us at [info@aspireprivatetutoring.com.au](mailto:info@aspireprivatetutoring.com.au) if you cannot find an answer to your question.

## Where are you located?

We operate across Australia and England, offering support to students in both regions. You can learn more about where we are located by checking out our 'Locations' page on our website!

## What curriculum do you follow?

Our tutoring is aligned with the requirements of both the Australian and UK curricula, ensuring lessons reflect current syllabus expectations. You can learn more about our curriculum by checking out our 'Locations' page on our website!

## What year levels do you cater for?

We support students in Primary, Secondary, and Tertiary levels, providing continuity through every stage of education. You can learn more about our education scope by checking out our 'Year Levels & Subjects' page on our website!

## What year levels do you cater for?

We support students in Primary, Secondary, and Tertiary levels, providing continuity through every stage of education. You can learn more about our education scope by checking out our 'Year Levels & Subjects' page on our website!

## Do you offer Face-to-face tutoring?

Yes! Face-to-face lessons offer individualised, one-on-one instruction where students and tutors work together in person to build understanding and confidence. These sessions can be held in the comfort of the student's home or at a mutually agreed-upon, convenient location, such as their school or a local library. This hands-on, interactive approach enables tutors to provide immediate feedback and support, ensuring that each student's learning needs are met in a supportive and familiar environment. You can learn more about our face-to-face lessons by checking out our 'Lesson Deliveries' page on our website!

### Do you offer Online tutoring?

Absolutely! We deliver high-quality Online lessons that bring students and tutors together virtually through Microsoft Teams for engaging, real-time learning. With the use of screen sharing, lesson recordings, virtual whiteboards, and 600+ interactive tools, these sessions offer a flexible and effective way for students to receive direct support. This online format ensures students can learn from the comfort of any convenient location, while still benefiting from personalised guidance, immediate feedback, and structured learning tailored to their needs. You can learn more about our online lessons by checking out our 'Lesson Deliveries' page on our website!

### Do you offer Individual tutoring?

We sure do! Our Individual lessons provide one-on-one support tailored to each student's unique learning style and academic needs. In these focused sessions, students work closely with a tutor who is dedicated to their progress, ensuring personalised attention, targeted feedback, and a pace that suits the student. This approach helps build confidence, strengthen understanding, and maximise each learner's potential. You can learn more about our individual lessons by checking out our 'Lesson Deliveries' page on our website!

### Do you offer Group tutoring?

Indeed! Our Group lessons offer an engaging learning experience where students work alongside peers with guidance from a dedicated tutor. Group sizes range from 2 to 5 students, allowing for a collaborative environment while maintaining individual attention. Students can join a pre-existing group or start a new group with others at a similar level. This setup fosters teamwork, encourages discussion, and provides a supportive space where students can learn from one another while receiving focused instruction. You can learn more about our group lessons by checking out our 'Lesson Deliveries' page on our website!

### Are your tutors qualified?

Yes! Our tutors are passionate, highly qualified educators who combine personalised instruction with a supportive teaching approach to help students build confidence and achieve strong academic outcomes. You can learn more about our tutors by checking out our 'Our Team' page on our website!

### How do you select your tutors?

Every tutor undergoes a rigorous recruitment, onboarding, and review process to ensure they deliver effective, high-quality instruction. You can learn more about our tutors by checking out our 'Our Team' page on our website!

### How do your tutors support their students?

Through ultimate means of enhancing students' learning outcomes, our tutors understand their students, plan with purpose, teach using contemporary pedagogy, build confidence, mentor, track progress, and celebrate growth. You can learn more about our tutors by checking out our 'Our Team' page on our website!

### Do you offer trial lessons?

We offer Complimentary Online Introductory Meetings so families can meet their tutor before beginning lessons. You can learn more about getting started with us by checking out our 'Home' page on our website!

### What is the focus of each lesson?

The focus of each tutoring lesson here at Aspire is shaped by the student's individual learning goals. Students have opportunities to: Consolidate Classroom Learning, Receive Homework Support, Jump Ahead of Classroom Content, Address Learning Gaps, Prepare for Upcoming Assessments, and Receive Support for Additional Needs. You can learn more about our learning goals by checking out our 'Inside Our Lessons' page on our website!

### Do you offer any additional resources?

Yes of course! We offer an exclusive range of additional resources including Personalised Microsoft Teams Accounts, Student Learning Profiles, Personalised Learning Plans, Lesson Progress Reports, Support Resources, and Academic Resources. You can learn more about our exclusive resources by checking out our 'Inside Our Lessons' page on our website!

### What makes you different?

Aspire Private Tutoring stands out because we go beyond traditional tutoring to build confident, independent learners. Our personalised, educator-led approach ensures every student is thoughtfully matched with a qualified and experienced tutor who understands curriculum requirements and adapts lessons to suit individual learning styles. Each session is carefully structured to strengthen foundational knowledge, develop critical thinking skills, refine study habits, and improve exam strategies. We prioritise meaningful progress, clear communication with families, and long-term academic growth — not just short-term results. You can learn more about what makes us different by contacting us through our 'Contact Us' page on our website!

### How are students matched with a tutor?

We carefully match each student with a tutor based on their year level, subject needs, learning style, personality, and academic goals. This ensures a strong working relationship and the best possible learning outcomes. You can learn more about getting started with us by checking out our 'Home' page on our website!

### How do you track student progress?

We monitor progress through ongoing assessment, lesson feedback, and regular communication with parents. Tutors record this on their Lesson Progress Reports and adjust lesson plans as needed to ensure continuous improvement and measurable results. You can learn more about how we track progress by checking out our 'Inside Our Lessons' page on our website!

### How long are tutoring sessions?

Session lengths vary depending on the student's year level and needs, typically in 1-hour blocks. Students are welcome to extend this depending on their own personal preferences. You can learn more about the duration of our lessons by checking out our 'Lesson Deliveries' page on our website!

### How often should students attend tutoring?

Most students attend one session per week, however this may increase during exam periods or if additional support is needed. We tailor recommendations to each student's goals. You can learn more about scheduling your lessons by contacting us through our 'Contact Us' page on our website!

### Do you help with exam preparation and assessments?

Yes! We provide structured support for a variety of different exams and assessments. As we are a collective team of experienced educators, we are equipped with the resources and strategies to support students with upcoming assessments. You can learn more about what we teach by checking out our 'Inside Our Lessons' page on our website!

### Do you provide homework or practice work between lessons?

Our tutors provide students with additional practice tasks to consolidate their learning and strengthen their understanding between sessions. This is specifically unique to their learning goals. You can learn more about how we support our students by checking out our 'Inside Our Lessons' page on our website!

### Can you support students who lack confidence or motivation?

Absolutely! Building confidence and developing a positive mindset towards learning is a key focus of our approach. We aim to empower students to become independent learners. This is specifically unique to their learning goals. You can learn more about how we motivate our students by checking out our 'Our Team' page on our website!

### How do we get started?

Simply contact us to arrange a complimentary introductory meeting. From there, we will discuss your child's needs and match them with the most suitable tutor. You can get started by contacting us through our 'Contact Us' page on our website!

### Do you support students with Special Educational Needs (SEN)?

Yes! We support students with a range of Special Educational Needs through personalised Learning Plans tailored to each child's strengths, challenges, and goals. Our qualified and experienced educators adapt their teaching strategies to suit individual learners, including students with ADHD, dyslexia, autism spectrum disorder (ASD), learning delays, processing difficulties, and anxiety-related learning challenges. You can learn more about how we support students with Special Educational Needs (SEN) by checking out our 'Inside Our Lessons' page on our website!

# Pricing

At Aspire Private Tutoring, we are committed to making high-quality academic support accessible to families without introducing unnecessary financial pressure. Our fixed pricing model is designed to be transparent, flexible, and inclusive of the support students genuinely require to succeed. We do not operate with lock-in contracts, cancellation fees, or hidden costs — families have full control over how tutoring fits into their budget and learning goals.

## Inclusions of Service

The fixed price of our tutoring sessions includes more than the duration of the lesson itself!

- Personalised Learning Plans and lesson sequencing
- Diagnostic assessment (where appropriate) to identify learning needs
- Preparation and resource development tailored to the student
- Curriculum-aligned instruction (Australian and UK frameworks)
- Exam preparation and study strategy coaching
- Targeted revision and practice materials
- Regular progress monitoring and feedback to families
- Communication with classroom teachers (where appropriate)
- Adjustments for students with additional needs
- Homework support and clarification
- Feedback on schoolwork and assessments
- Between-lesson support for student questions and clarification
- Direct communication with tutors via mobile or online messaging
- Administrative and scheduling support
- Evidence-based teaching strategies informed by educational research
- Individual learning progress tracking and milestone mapping
- Structured lesson pathways aligned with curriculum outcomes
- Cognitive skill development (memory techniques, retrieval practice)
- Lesson Progress Reports to outline the outcomes of each lesson
- Personalised study schedules for tests, exams, and major assignments
- Techniques for improving exam confidence and managing academic stress
- Structured revision plans leading up to assessment periods
- Guidance on effective revision methods such as retrieval practice and spaced learning

## Cancellation and Rescheduling Policy

Aspire Private Tutoring recognises that family schedules and commitments may change from time to time. To support this, we offer a flexible cancellation and rescheduling policy designed to accommodate unforeseen circumstances without financial penalty.

Families may cancel or reschedule a tutoring session at any time without incurring fees. We kindly request that families provide reasonable notice to their tutor wherever possible, as this assists with planning, scheduling, and continued service delivery. Lessons may also be paused temporarily by notifying the tutor or Aspire's administrative team.

If a tutor is unable to attend a scheduled lesson, families will be offered either a rescheduled session or, where appropriate, a temporary replacement tutor to ensure continuity of learning.

All cancellations, rescheduling requests, and temporary pauses should be communicated directly to the tutor or through the Aspire administrative team. Our aim is to ensure that students maintain consistent access to support while families retain the flexibility they need to manage changing circumstances.

## Contact and Support

Aspire Private Tutoring is committed to providing families with clear communication and ongoing administrative support throughout their tutoring journey. For all business-related queries, including scheduling, billing, payment, or general enquiries, families are asked to contact their designated Learning Advisor. The Learning Advisor is responsible for coordinating tutoring arrangements and ensuring that families receive accurate and timely information.

Academic-related communication, such as questions regarding lesson content, resources, or student progress, may be directed to the tutor where appropriate. Should additional support be required, the Learning Advisor can assist in connecting families with the correct point of contact.

Families may contact Aspire via email or phone during standard business hours. All efforts are made to respond promptly and ensure continuity of support for students and families.

## Billing and Payment

Aspire offers flexible pricing designed to accommodate varying learning needs and budgeting preferences. Families can select their type of tutoring (whether it is individual/group or online/face-to-face). Families can also choose between a pay-as-you-go option or a discounted upfront package which provides savings across ten lessons while maintaining the same personalised academic support. To promote transparency and accessibility, Aspire maintains a fixed pricing structure that does not vary by year level, subject, or delivery method, providing families with a consistent and convenient fee model.

Following the commencement of tutoring, invoices will be issued to families containing the applicable fees and Aspire Private Tutoring's business bank details to enable payment in accordance with the invoicing schedule. Payments can be made via electronic bank transfer using the details provided on the invoice. Once payment has been received, a confirmation notice or receipt will be issued for family records. Families are welcome to pay either on a pay-as-you-go basis (payment made on the day of each lesson) or through an upfront lesson package, depending on their chosen payment method.



Payment information provided  
upon email enquiry

# Conclusion

Our tutoring lessons offer a targeted solution to address students' unique learning needs. We provide intensive and engaging tutoring sessions with experienced tutors to support students with the necessary skills and boost their overall academic performance. Through personalised and flexible teaching strategies and a focus on building confidence, we strive to create a positive learning environment where students can thrive. By investing in their educational journey, we aim to lay a solid foundation for their future success and equip them with the essential skills needed to excel academically. We are confident that our tutoring services will significantly impact your educational outcomes, and we look forward to a positive working relationship with you!

