

Attendance and Behaviour Policy



ATTENDANCE & BEHAVIOUR GUIDELINES

Attendance Expectations

We understand that home-educated learners may have different routines, needs and schedules. Our pod is a flexible learning environment, designed to support families — not to replace full-time schooling.

To keep learning consistent and enjoyable for all children, we ask families to follow the attendance expectations below:

Attendance Options

- Learners may attend 3 days or 4 days per week, depending on the package chosen.
- Attendance is not compulsory, and parents remain in control of their child's wider education.
- If a child will be absent, please notify us as soon as possible via message or email.

Absence & Wellbeing

- Children who are unwell should stay home to rest and recover.
- If ongoing absence occurs, we will work with parents to support learning in a manageable way.
- We encourage families to take holidays or breaks during our longer half-term periods where possible.

Behaviour & Respect Expectations

The Tutoring School is built around kindness, calmness and mutual respect.

Our environment is small, warm and personal — which means every child contributes to the atmosphere of the group.

We expect all learners to:

- ✓ Speak kindly to others
- ✓ Listen to instructions and try their best
- ✓ Respect personal boundaries and property
- ✓ Work cooperatively and allow others to learn
- ✓ Ask for help when they need support

We do not tolerate:

- ✗ Bullying, mocking or unkind behaviour
- ✗ Repeated disruption to others' learning
- ✗ Physical harm or unsafe actions
- ✗ Intentional damage to property

If behavioural concerns arise, we will:

1. Speak gently with the child to resolve the situation
2. Communicate with parents to agree on next steps
3. Offer support strategies to help the learner succeed
4. In rare cases, discuss whether the pod remains suitable

Our aim is always to support, not punish.

We work with families to find solutions that help the child thrive.

Partnership With Parents

We believe in shared responsibility.

As this is a home-education setting:

- Parents retain full educational responsibility
- We provide academic support, structure and community
- Communication between home and pod is essential

Together, we create a learning space that is calm, happy and safe.