

In-Tuition

Tutor newsletter
January 2023



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Services**

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Welcome to the 2022/23 academic year



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Happy New Year and a warm welcome to the start of the new academic term.

We hope you had a relaxing break and managed to switch off for a little while, enjoy time with friends and family and recharge the batteries.

The start of a new year is always a good time for thinking about how we can be the best version of our professional selves – for example, being prepared and organised, feeling motivated and confident, having strategies to deal with a range of situations and knowing how and when to get support and guidance.

The first week back always brings its own challenges for tutors and learners alike. Taking time to re-establish the structure and those all-important routines with your learners will prove beneficial and provide that all important stability and reassurance that so many need.

The most significant challenges within education remain Covid Catch-up and mental health.

As a tutor, you will have seen instances of these issues first-hand and will also know that there is no magic wand or easy fix here. There is, however, a range of tools and strategies available to support your work with learners who are experiencing mental health difficulties.

Please contact tutordevelopment@fleet-tutors.co.uk if you would like further guidance and training in this key area.

As always, please contact safeguarding if you have any concerns about a learner: safeguarding@fleet-tutors.co.uk



In Summary...

- It is an on-going challenge to help students catch up with lost learning when there continues to be significant absence due to Covid.
- Consequently, there is concern about students who are taking exams in 2023, the first year post-Covid that exams will return to 'normal', when the impacts of lost learning and absences are still being felt.
- There is also concern about the ongoing impact of increased mental health issues for learners and this in turn is contributing to higher absence levels and poor behaviour in some cases.





Attendance is of course a key element of any tuition programme if there is to be meaningful and long-term progress and improved outcomes and opportunities.

Therefore, to support, encourage and reward attendance we are rolling out an **Attendance Reward Scheme** which will be included in each new placement pack and available as a Canvas module.

There are 2 schemes, one aimed at Primary - LKS2 and the other aimed at UKS2 - KS5. The relevant award scheme should be discussed with your learners and implemented from the start of the programme to share ownership with them.

The scheme should be both fun and a way of reinforcing to your learner how important their attendance is.



Key Principles of the Attendance Reward Scheme

1. A clear vision of the importance of attendance and high expectations that are communicated and understood by learners.
2. Awareness that persistent absences are a potential safeguarding risk and understanding of the tutor's role in keeping children safe.
3. Leading by example with good attendance and punctuality.
4. Taking responsibility for attendance to all sessions and understanding that poor attendance affects attainment, wellbeing and wider outcomes.
5. Making sure there is a positive and welcoming culture within the sessions.
6. Building and reflecting a positive and respectful culture by:
 - Treating learners with dignity, building relationships rooted in mutual respect and observing professional boundaries.
 - Taking into consideration the vulnerability of some learners and the ways in which this might contribute to absences.
 - Understanding the importance of each session as a safe place where learners can enjoy learning and build trusted relationships.
7. Working with Tuition Co-ordinators, Programme Managers and the Quality Assurance Team to support attendance.
8. Where a learner is absent, sending missed work via email to the parent carer for the learner to complete to support attendance and engagement. Evidence of this should be added to the Steps Session Report.

In addition to the Attendance Award Scheme, there is CPD planned for this term on the topic of 'Flipped Learning' which will look specifically at how to improve attendance and engagement.

Please contact:
lydia.stannard@fleet-tutors.co.uk to book a place.



Reminders:

- New Tutor Terms and Conditions
- Please use the Steps online assessment at the start of tuition for Maths, English and Science KS1 – KS4 to assess your learner's starting point.
- Please complete session reports within 24 hours of the lesson.

CPD for this term. Please contact tutordevelopment@fleet-tutors.co.uk if you would like to attend any of the following events:

- **Assessment for Learning v Assessment of Learning** – how to use different types of assessment within a lesson, both formative and summative, in order to map progress and plan for the future.
- **Flipped Learning** – how to improve attendance and keep a learner engaged in learning if they are absent.
- **Planning for Progress** – how to use SMART learning objectives to plan for, measure and demonstrate progress.

If you have any ideas for CPD topics, please let us know.



New Tutor Terms and Conditions

You will all have received communication about the new tutor terms and conditions relating to PAYE and had the opportunity to ask questions and read through the FAQs. A webinar link has recently been sent out to you explaining the implications of the changes.

Thank you to those tutors who have already signed their new contract.

We hope that those who have not yet signed their contract will do so as soon as possible and we will be in touch to discuss this with you.

We look forward to working with you and hope that you have a very enjoyable and successful term.

Linda Chapman

Head of QA