



HILLINGDON  
LONDON

## Choosing a tutor checklist

Are you thinking of using a tutor tuition centre or study centre for your child?

Make sure your child is safe, ask the right questions.

Name of centre / tutor:	
Date visited:	
	<b>Tick</b>
<b>The tutor / teacher</b>	
Is the tutor properly accredited, experienced and qualified?	
Have they worked with children of a similar age or ability to your child?	
Does the centre get references for the tutors?	
Are the tutors DBS checked?	
Will your child have the same staff member every week?	
Does the centre / tutor have a policy for bullying?	
<b>The organisation / facilities</b>	
Do you know who the lead person is if you have concerns?	
Does the tutor, coach or centre have insurance liability?	
Are you aware of the provision for pick up / drop off?	
Are you aware of the procedure for if your child does not arrive?	
Is the building safe and secure?	
Are there separate toilets for children and adults?	
<b>The education</b>	
Does the centre or tutor follow a curriculum or plan?	
Do they change it based on the ability of your child?	
Will your child take any formal exams and gain qualifications?	