

One to one tuition

One-to-one tuition for designated pupils should be provided either by a qualified teacher, an overseas-trained teacher eligible to teach in schools in England, or an instructor who is suited to the work either because he or she has completed a training course and is awaiting the award of qualified teacher status or because he or she is qualified to teach in further or higher education. Schools can use higher level teaching assistants for this work; however, where teachers are used, they must be either qualified or unqualified as defined above.

Rate of pay for teachers engaged in one-to-one tuition

Teachers undertaking one to one tuition must be paid in accordance with the School Teachers' Pay and Conditions Document, unless they are provided by a supply agency under a contract for service as distinct from a contract of employment and the agency is the employer and the assignment from the agency is for less than 12 weeks.

In order to comply with the Document, the salary payments to a teacher will depend on:

- whether the work is undertaken during or outside school hours
- by a teacher who is already employed at the school
- by a teacher recruited specifically for the purpose

- the salary scale appropriate to the teacher (qualified or unqualified, main scale or upper pay scale)

For teachers already employed at the school and where the tuition is taking place outside school hours, information on payment for out-of-school hours learning activity is available at out of school hours learning activity information guidance. The work is voluntary on their part.

	Tuition provided during the school day	Tuition provided out of school hours
Existing teacher within the school	Extend a part-time contract temporarily, recalculating the proportion of full-time temporarily. (The cost will vary according to the salary scale on which the teacher is paid.)	Offer the work and confirm the agreement in accordance with the guidance on out of school hours learning activity, for which the governing body has discretion to decide the level of payment (and for which the authority recommends an hourly rate.
Teacher recruited specially for the purpose	Offer a fixed-term contract on the appropriate salary scale (qualified or unqualified, main scale or upper pay scale). Former members of the leadership spine, such as retired head teachers, are to be paid on the upper pay scale, but on a point determined by the governing body. Determine the appropriate	Offer a fixed-term contract on the appropriate salary scale (qualified or unqualified, main scale or upper pay scale). Former members of the leadership spine, such as retired head teachers, are to be paid on the upper pay scale, but on a point determined by the governing body. Determine the appropriate proportion of full-time in relation to the number of hours in the school's timetabled teaching week.

The table sets rates of pay with the Teachers' Conditions

	Tuition provided during the school day	Tuition provided out of school hours
	<p>proportion of full-time in relation to the number of hours in the school's timetabled teaching week.</p> <p>It is possible to pay someone as a relief teacher for the appropriate proportion of the school day, but the salary must still be calculated in accordance with the School Teachers' Pay and Conditions Document and the school's pay policy. It is possible to pay an additional allowance to unqualified teachers under the section of the School Teachers' Pay and Conditions Document pertaining to unqualified teachers.</p>	<p>It is possible to pay someone as a relief teacher for the appropriate proportion of the school day, but the salary must still be calculated in accordance with the School Teachers' Pay and Conditions Document and the school's pay policy. It is possible to pay an additional allowance to unqualified teachers under the section of the School Teachers' Pay and Conditions Document pertaining to unqualified teachers.</p>

following out the complying School Pay and Document: