

Arrangements, Routines and Additional Costs:

We are open every week, throughout all the school holidays. You can take off 1 session per year without being charged during the summer school holidays.

1. **Deposit-** We take a £35 deposit online which is returned within 4 weeks of your child leaving tuition as long as payments are up-to-date and two weeks notice has been given.
2. **Tuition Fees** are £35 for 2 hourly sessions. These are paid monthly and due in the first week of each month if paying online or on the first session of each month.
3. **Absence-** We will email or upload homework and **charge for all missed sessions**. You may attend a different centre the same week. If a child is absent it is still **compulsory that they complete their homework** to ensure there are no gaps in their learning.
4. **Notice period-** There is a 2 weeks notice period should you wish to stop tuition for your child. You must inform us only by email at info@einstein11plus.com and then attend and pay for a further 2 sessions.
5. **Work books-** In year 4 and 5 we use the CGP book as part of our wide-ranging learning resources. They normally cost around £7 each (four required) and you can buy them yourself or from us.
6. **Online subscription-** As part of our enhanced programme of learning, all children are required to buy a subscription for the Einstein11plus learning website, which is £30 per term, due at the time of joining and at the first week of each term. This is a substantial saving from the usual £18.95 p/m.
7. **Mocks-** We also require Year 5 children to sit a minimum of 4 venue mock exams throughout the year with Einstein11plus, these are £65 each to the public and £58.50 to our pupils (with a 10% discount)
8. **Homework-** It is crucial that all homework tasks are carried out thoroughly, there is a great deal of content in the 11+ tests and children will need to work for approximately 45 minutes to 1 hour each night with 20-30 minutes spent reading on top of this. Allow children to have one work free day each week if the timetable is stuck to during the week.
9. **Equipment-** Ensure that children arrive ready and equipped with all their workbooks, completed homework, their folder and stationery (2 pencils, rubber and a coloured pen). They may also bring nut-free snack and drink for breaktime. Please remind them to use the toilet at the beginning of each session.
10. **Emergencies-** Whilst every attempt will be made to contact you in an emergency, there may be a situation when it is deemed necessary to administer basic first aid to your child or call the emergency services.
11. **Social Media** – From time to time, we may take pictures or video's to share on our social media. If you do not wish your child to be included then you must email us on info@einstein11plus.com.
12. **Covid19 contingency plan** - Please note that if at any time we are unable to run our venue-based classes, due to further government restrictions, we will switch to teaching online lessons. Preparations for this are already in place so that transition can take place seamlessly. Should this situation arise, we will require all children to attend classes online until we can resume venue-based classes. Failure to attend online classes may result in losing your child's place.
13. On rare occasions, we may need to change the time and venue of the session. We will always give at least 24 hours notice through the WhatsApp group. Please ensure you have joined the group.