

REMOTE EDUCATION: Third party providers of tutoring / interventions / coaching (tutoring) - Guidelines

NTP approved providers

- The Trust has approved the following:
 - ABC Teachers
 - Connex Education Partnership
 - Teaching Personnel
 - Learning Academies
 - Third Space

- *Tutoring being delivered from an off-site location (i.e. not from in school) to children at home:*
 - Safeguarding - parents / carers will have been sent by the provider a consent agreement, which provides that a parent / carer must be present during tutoring. School must check that parents / carers have consented before any tutoring is delivered;
 - GDPR - the provider will have sent their own privacy notice to parents / carers via the school / academy.

- *Tutoring being delivered from an off-site location (i.e. not from in school) to children at school:*
 - Safeguarding – a member of staff should always be present in the room when such tutoring is occurring and children should be informed what to do if they have any concerns.
 - GDPR - the provider will have sent their own privacy notice to parents / carers via the school / academy.

- *Tutoring being delivered from school on site to children at home:*
 - All usual ID checks should be undertaken by school, as you would for any visitor;
 - The provider must be given a copy of the following documents and must adhere to the same, as appropriate (e.g. the guidance specifies a minimum of 3 children but it is accepted that tutoring may be 1:1 provided the relevant safeguards are in place):
 - The school's Safeguarding policy;
 - The Online Safety and working remotely (Safeguarding and GDPR considerations) Guidance for schools / academies and the 'Live' Teaching (delivered remotely) and Remote Meetings Guidance for parents / carers and pupils;

- The school's Visitor policy;
 - The school's COVID risk assessment and information as to procedures they must follow – schools should 'talk them through' this (i.e. not just leave them to read it).
- *Tutoring being delivered on site to children on site*
 - All usual ID checks should be undertaken by school, as you would for any visitor;
 - The provider must be given a copy of the following documents and must adhere to the same, as appropriate (e.g. the guidance specifies a minimum of 3 children but it is accepted that tutoring may be 1:1 provided the relevant safeguards are in place):
 - The school's Safeguarding policy;
 - The Online Safety and working remotely (Safeguarding and GDPR considerations) Guidance for schools / academies and the 'Live' Teaching (delivered remotely) and Remote Meetings Guidance for parents / carers and pupils;
 - The school's Visitor policy;
 - The school's COVID risk assessment and information as to procedures they must follow – schools should 'talk them through' this (i.e. not just leave them to read it).

Other providers (i.e. non NTP)

- These must be approved by the Trust from both a GDPR perspective and safeguarding.
- School must undertake all usual safeguarding checks.
- If approved, the above criteria, depending on the relevant scenario will also apply to these providers