

Spanish Tuition Farnborough

Terms and Conditions for Private Tuition:

1. My fees for providing tuition in the Spanish or English language at all levels are as follows:

one-to-one tuition:	£40 per hour
two students:	£35 each per hour
three students:	£30 each per hour
four students:	£25 each per hour

These fees cover an hour's teaching plus preparation of the class beforehand, the cost of materials used, and the setting and marking of homework carried out in my own time. **These fees are payable at the end of each class.** I accept cash, cheque or payment by bank transfer. If the student does not make payment once the class has taken place, I will not offer any further tuition to that student until I have received payment.

2. Classes may take place at my home, the student's home or online via Skype or appear.in.

3. In addition to my hourly fee, I charge petrol expenses of 0.40 pence per mile when travelling to a tutee's home for a class.

4. Please note that classes require time and effort to prepare and I have many students to cater for. If a class time has been agreed upon, I will be expecting that student and payment for that hour. **I kindly ask that students notify me well in advance if they need to cancel a lesson, with a minimum of 24 hours' notice.** Lessons cancelled with less than 12 hours' notice will be billed to the client at the rate he or she would normally pay.

5. If a student would like to book a class with me, I require a minimum of 48 hours' notice.

6. I always strive to provide the best possible service. However, I cannot be held accountable or responsible for the academic success or lack thereof demonstrated by the student/client. Although I will always do my utmost to help my students improve in Spanish and pass any exams or tests, I can offer no guarantee that this will happen.

7. I have copyright of all the teaching material that I have personally produced for the purpose of tutoring my students. You agree that you will not publish or distribute any of my material without prior permission from myself.

Terms and Conditions for Purchase of Digital Products:

1. My teaching resources are available for purchase via a link on my website to my Payhip store.
2. I have created these teaching resources for teachers and other educational professionals. I have made every effort to ensure the content of these resources is accurate and free of errors. However, if there is any dissatisfaction with any of my material, that is, an error has been found or there are technical difficulties within a document, I would ask that customer to notify me by email: joannarandall.jr@googlemail.com so that any problems may be resolved quickly and a refund given where necessary.
3. I will regularly be adding new resources to my Payhip store. I strongly recommend that teachers check the suitability of my material before purchasing and downloading it as it is their responsibility to ensure it is specific to pupils' needs.
4. Spanish Tuition Farnborough has personally produced and owns all of the material available for purchase and has total copyright of said material, including the Spanish Tuition Farnborough brand, which may not be removed from any resources before use. My material may not be reproduced, copied, shared, redistributed or sold by any individual or institution.
5. Full legal terms and conditions may be found on Payhip.