



Provision of Private Tuition to Pupils

Tuition by Jordanhill School Staff

The general policy of the school is that staff cannot be employed by parents on a private basis at any time or place. The underlying rationale for this is to avoid any conflict of interest whether real or perceived.

Such perceived conflicts of interest can take a variety of forms

- A parent is 'buying' an enhanced service not available to other children
- A teacher may favour directly or indirectly that child either in the classroom or in the assessment of their progress or work
- An employee's contractual duty to the school may come into conflict with the expectations of the parent
- The particular responsibilities of a staff member of the Board may come into conflict with the expectations of the parent or other staff

Such conflicts come into sharpest focus for pupils in the senior phase undertaking SQA examinations. Teachers and other staff are not permitted to provide private tuition to any pupil. If a pupil has some unique set of circumstances that requires additional input, then that is provided through other channels.

Instrumental instructors are not permitted to provide additional private tuition to a pupil whom they tutor within the school's programme. Likewise they cannot tutor a pupil receiving tuition from another instructor within the school's programme. Instructors can provide private tuition outwith the school on a first or second instrument on which the pupil is not receiving tuition within the school's programme.

Sports coaches, pupil support assistants and other staff are likewise not permitted to provide private tuition in academic or co-curricular activities unless active exemption has been sought.

Teachers working in the school on a short-term basis such as cover teachers are required to declare any pre-existing tuition arrangements with Jordanhill pupils. This also applies to student teachers who are not permitted to take on any new tuition commitments to Jordanhill pupils while on placement at the school.

It is forbidden for any member of staff, student teacher or other person accountable to the school to use the school buildings, facilities or resources in any way for the purposes of providing private tuition to pupils from another school or any other individual.

Exemptions

It is recognised that potential conflicts of interest may not be as evident in some circumstances. For example, for co-curricular activities involving younger pupils and where it may unnecessarily restrict the activities of an individual who works for Jordanhill School in a limited capacity. If a member of staff wishes to seek an exemption from the general policy, then they must do so formally to the Rector. The Rector is required to apply the public sector test which is not that there is a conflict of interest, but that someone might perceive there to be one. A compelling rationale must be offered for any exemption.

Tuition by External Private Tutors

Jordanhill School cannot endorse, promote or advertise private tutors. As a matter of policy the Board does not promote commercial activities. We cannot create circumstances in which a parent or pupil may seek redress from the school if the service provided is unsatisfactory.

Further, the school is not in a position to monitor the actions of tutors to ensure that they comply with the requirements of the General Teaching Council for Scotland or the Scottish Qualifications Authority. Where the school becomes aware of a breach of regulations by a tutor our policy is to report the matter to the individual's employer or the relevant body as appropriate.

Where the actions of a tutor cast doubt on the authenticity or integrity of a pupil's work, then the school will take whatever action it deems necessary to address the matter and to comply with the requirements of SQA or any other body.

The school will not provide information about pupils or their progress to private tutors. Neither will the school assess or comment on work done by a pupil for a tutor.

The school will provide access to information on tuition provided by public education bodies such as Colleges and Universities. This does not apply to activities held on the premises of such bodies but organised by external providers.

The school does let its premises to providers of for profit activities. Examples include dance and language classes. However, the school does not advertise such services and it is made clear at all times that the use of the school's premises does not constitute an endorsement of the service. Private revision or tuition groups would fall into the same category.