

# Maths with Maisie: Terms and Conditions



<b>Student Name:</b>	<b>Year:</b>
<b>Start Date:</b>	<b>Day &amp; Time:</b>
<b>Length &amp; Rate:</b>	<b>Discounts:</b>
<b>Payment</b> All payments must be made <b>before</b> the session takes place. Clients may choose to pay in cash, to pay via a pre-populated payment link sent 48 hours ahead of the session, or pay by bank transfer into the account details below. If payment is not received, the session will not go ahead. <b>Maths with Maisie   Sort Code: 04-00-03   Account Number: 82423139</b>	
<b>Preferred Payment Method:</b>	
<b>Tutor &amp; Bank Holidays</b> All tutor holidays will be sent to clients one term in advance. For example, the term dates for Spring term will be sent in the weeks before Christmas. There will be no sessions on bank holidays.	
<b>Absences &amp; Rescheduling</b> Clients should give 1 weeks notice for any sessions cancelled due to holiday or other activity. Clients are welcome to reschedule in the case of a missed session, but this is due to availability and cannot be guaranteed. Sessions will start and finish at the agreed time, even if the client is late. Should clients wish to cancel due to unforeseen circumstances, they should give no less than 24 hours notice. If sufficient notice is not received, the <b>full fee will be charged</b> . In the unlikely event that the tutor needs to cancel a session, a rescheduled session will be offered at a reduced rate.	
<b>Notice Period</b> The client should advise the tutor in writing at least 2 weeks in advance if they wish to terminate their sessions or change the terms of the agreement. The tutor will also give 2 weeks notice in writing if they wish to terminate the agreement or change the terms of the agreement in any way.	
<b>Practice</b> Students will be given resources for additional practice between sessions should they <b>wish</b> to engage.	

<b>Statement of Client (18+) or Parent/Guardian</b>	<b>Date:</b>
I, the client or the parent/guardian of the client under 18, agree to the conditions set out in this agreement. I agree to give reasonable notice in writing for any changes to be made to this agreement.	
<b>Print Name:</b>	<b>Sign:</b>

To add a digital signature in Google Docs, Insert > Drawing > New > Select Line > Scribble

<b>Statement of Tutor</b>	<b>Date:</b>
I, the tutor, agree to the conditions set out in this agreement. I agree to give reasonable notice in writing for any changes to be made to this agreement.	
<b>Print Name:</b>	<b>Sign:</b>