

Tutor Registration – important details and link to our online registration form



Please read the following information carefully before registering as a volunteer tutor. The link to register can be found at the foot of this page:

- We currently work in London, the West Midlands (Birmingham and Black Country), and the East Midlands (Nottingham and Mansfield).
- We work with students aged 14-18 who are working towards either GCSE or A-levels. Students must demonstrate their motivation and commitment before being allocated a tutor.
- Your aim as a tutor is to improve your tutee's academic attainment in one subject area, however no teaching experience is necessary.
- Volunteers must have a degree or equivalent qualification, then those wishing to tutor at A-level must have a degree in a related subject and those wishing to tutor at GCSE must have an A-level in that subject. In the West Midlands only, volunteers may still be eligible to tutor if they are studying for an undergraduate degree and are in their second year of study or higher.
- You will see your tutee for an hour-long tutorial each week during term time, along with approximately 30 minutes of preparation time ahead of weekly tutorials. We ask for a commitment of at least one academic year (holidays and occasional cancellations excluded).
- You can tutor face-to-face or online. For face-to-face tutorials, your tutee will travel to you: the tutorials can take place at your place of work, or another public space, such as a café or library. We pair students to tutors within a 30-40 minute travel time of their school.
- Face-to-face tutorials in London and the West Midlands will take place after school, at a time you agree with your tutee. Face-to-face tutorials in the East Midlands take place between 15:15-16:30 Monday to Thursday.
- If you decide to tutor online, online tutorials will take place using our online platform and a high quality online classroom which facilitates impactful learning experiences. Students taking part in online tuition will be supervised by Access Project members of staff and tutorials will take place when they are in school for an hour between 15:15 – 17:15 on Monday to Thursday. **Please note that online tutors do still need to attend a training session in person in either London or the Midlands before starting to tutor.**
- All tutors must attend a Tutor Training and Assessment session before you are confirmed as a tutor. Online tutors will, in addition, be provided with extra training to use the online classroom.
- We will provide training in Child Protection and how to tutor, along with resources to use in tutorials and give you on-going support.
- As this role will involve working in one-to-one situations with students, all potential tutors must pass our assessment. The majority of the assessment takes place during our Tutor Training and Assessment sessions, but we also run an enhanced DBS check (formerly a CRB check) on all volunteers and will ask you to provide 2 referees. Unfortunately, even if you have previously had a DBS check, we will need to run another one.
- Tutors are required to have good English Language skills. If English is not your first language and English was the not the language of instruction for your own degree studies, we will ask for proof of your English Language skills (e.g. IELTS, TOEFL or other English Language qualifications).
- For region-specific enquiries, please contact: London - rhannon@theaccessproject.org.uk | West Midlands - caroline@theaccessproject.org.uk | East Midlands - samantha@theaccessproject.org.uk

**Please follow the link here to submit your registration - bit.ly/tapvolunteer
Thank you for your interest in supporting The Access Project**