

# *My Master of Science tutor*

*'Master science, maths & business'*



## **My Master of Science Tutor**

### **Contract**

Version 7.0 dated 26<sup>th</sup> October 2020

#### **Contents**

Part A – About My Master of Science Tutor (MMoST) .....	2
1) Mission .....	2
2) Subjects Tutored .....	2
3) Background .....	2
4) MMoST social media .....	2
5) Key Points.....	2
Part B - Client & Student Information.....	3
6) Client .....	3
7) Student.....	3
8) Subjects .....	3
9) Tutorials .....	3
10) Cancellation of Tutorials .....	3
11) Fees .....	3
12) Special Arrangements .....	4
Part C - MMoST Terms and Conditions.....	4
13) Contact.....	4
14) Acceptance of Contract.....	4
15) Covid-19 .....	4
16) Tutorials - Face-to-Face at Clients home .....	4
17) Fee Payments - Face-to-Face .....	4
18) Tutorials - Face-to-Face at Chris Streets' Bransgore home.....	5
19) Tutorials – Online .....	5
20) Fee Payments - Online .....	5

21)	Account Reconciliation.....	5
22)	Holidays.....	5
23)	Exams .....	6
24)	Notice of Termination .....	6
25)	Extra Tutorials .....	6
26)	Comments and Testimonials.....	6
27)	Limitation of Liability.....	6
28)	DBS .....	6
29)	GDPR .....	6
30)	Contract.....	6

## Part A – About My Master of Science Tutor (MMoST)

### 1) Mission

- a) The mission of Chris Street at MMoST is to provide tutorials to Students so that they meet or exceed their target grades.

### 2) Subjects Tutored

- a) Subjects tutored at GCSE (years 9, 10 and 11) are Science (Biology, Chemistry, Physics, Combined Science), Maths (including Further Maths) and Business.
- b) Subjects tutored at ‘A’ level (years 12 and 13) are Biology, Chemistry, Physics and Business.
- c) Other subjects can be tutored, on request.

### 3) Background

- a) MMoST was founded in January 2015 by **Chris Street** BSc (Hons) (Biochem.) DMS CDipAF MBA MSc (Med. Chem.).
- b) Chris Street is the sole tutor at MMoST. Chris has a degree in Biochemistry and a Masters in Business Administration. He has worked in labs and in sales and marketing roles in the Chemical industry. In 2015 Chris was awarded a Master of Science degree in Medicinal Chemistry. His experience includes supply teaching in twenty schools in Dorset and Hampshire. He has tutored scores of pupils in Chemistry, Biology, Physics, Combined Science, Maths and Further Maths GCSE. Additionally, he tutors Chemistry, Biology and Physics at ‘A’ level. Since the Covid-19 lockdown in March 2020, Chris has successfully tutored many pupils online.
  - i) More about Chris Street: <https://mymasterofsciencetutor.education/about>.
- c) This contract applies to tutorials purchased by the Client and taken by the Student with My Master of Science Tutor (hereinafter ‘MMoST’).
  - i) the ‘Client’ is the parent or guardian of the Student

### 4) MMoST social media

- a) **Website:** [www.mmost.org](http://www.mmost.org) a.k.a. [www.mymasterofsciencetutor.education](http://www.mymasterofsciencetutor.education)
- b) **T&Cs:** <https://mymasterofsciencetutor.education/tcs>
- c) Facebook: <https://www.facebook.com/MyMasterOfScienceTutor/>
- d) TrustPilot reviews: <https://www.trustpilot.com/review/mmost.org>
- e) Strapline: ‘Master science, maths & business’

### 5) Key Points

- a) Key points of this contract are in **bold red text**.

## Part B - Client & Student Information

### 6) Client

The Client will provide MMoST with their details:

- a) **Name:**
- b) **Address and postcode:**
- c) **Mobile number:**
- d) **Email:**
- e) **By whom was MMoST recommended** to the Client (if applicable):

### 7) Student

The Client will provide the Students':

- a) **Name:**
- b) Age:
- c) Date of Birth:
- d) School year:
- e) School name:

### 8) Subjects

The Client will provide details of the subjects to be tutored:

- a) **Subject, tier**, exam board (if known) and qualification (e.g. Maths Higher GCSE).
  - i) Subject 1:
  - ii) Subject 2:
  - iii) Subject 3:
  - iv) Subject 4:

### 9) Tutorials

Information about when and where tutorials take place will be agreed between the Client and MMoST.

- a) **Start date of tutorials**, subject to acceptance by the Client of this contract:
- b) Tutorial frequency (weekly or fortnightly or ad-hoc):
- c) Routine day and time:
- d) Tutorial duration (1-hour, 1.5 hours, 2-hours):
- e) Address and postcode for tutorials:
- f) Subject(s) exam dates:
- g) Final tutorial date:

### 10) Cancellation of Tutorials

Client agrees to MMoST cancellation terms:

- a) **There is no charge if a tutorial is cancelled due to the Student being sick.**
- b) **Twenty-four hours' notice is required from the Client to cancel a booked tutorial.**
- c) **Fifty per cent of the tutorial fee is charged if:**
  - i) A booked tutorial is cancelled with less than twenty-four hours' notice for reasons other than sickness.
  - ii) The booked tutorial is not taken and is missed due to the fault of the Client and / or the Student.

### 11) Fees

The following fees will be advised to the Client: one hour, 90 minute and two hour or more tutorials:

- a) **Tutorials at Clients' address** (includes petrol and travel time).
- b) **Online 'Zoom' tutorials**

- c) **Tutorials at Chris Streets' Bransgore home address.**

## 12) Special Arrangements

Any special arrangements will be agreed prior to tutorials commencing.

## Part C - MMoST Terms and Conditions

### 13) Contact

- a) **Chris Street Mobile: 07794 419720.**
- b) **Email:**
  - i) [chris.street@mmost.org](mailto:chris.street@mmost.org)
  - ii) [chris.street1956@gmail.com](mailto:chris.street1956@gmail.com)
  - iii) [chris.street@mymasterofscienceTutor.education](mailto:chris.street@mymasterofscienceTutor.education)
- c) Address:
  - i) 7 Tucks Close, Bransgore, Christchurch, Dorset, BH23 8ND.
  - ii) what3words <https://what3words.com/finest.rural.tortoises>
- d) Skype: cstree1956.
- e) Zoom: meeting ID: 649 112 0807, password: MMOST

### 14) Acceptance of Contract

- a) The Client must email their acceptance of this contract.
- b) Once the Client acceptance has been acknowledged by MMoST, tutorials can commence.

### 15) Covid-19

- a) For face-to-face tutorials the Tutor, the Client and the Student should follow Government Covid-19 guidelines <https://www.gov.uk/coronavirus>.
  - i) For example, Chris Street will wear a FFP2/FFP3 surgical mask (without a valve) throughout the tutorial. He will social distance and use hand-sanitiser.
  - ii) Tutorials should take place in a well-ventilated room, with the door and a window left open.

### 16) Tutorials - Face-to-Face at Clients home

- a) For Students under the age of eighteen years with tutorials at the Clients home
  - i) **a familiar, responsible adult to the Student, other than Chris Street, must remain in the house throughout every tutorial.**
    - (1) In certain circumstances, a disclaimer to this clause can be put into place, with a written agreement between MMoST.org and the Client (see Special Tutorial Arrangements).
- b) Tutorials should take place in a quiet room with no distractions and for Students under the age of eighteen, the door to the room must be left open.
- c) Tutorials should take place at a suitable table i.e. medium to large, high-level table / desk with two chairs.
- d) Mobile phones should not be used by the Student during tutorials, but they may keep their phone on with the sound on.
- e) The tutor is obliged to wait no longer than 10 minutes upon arrival if the Student is not at the agreed venue for the tutor to start the tutorial.
- f) If the Student arrives 10 minutes after the agreed booked time slot, the tutor will only be able to give the remaining time of the booked tutorial, but the full fee will be charged for the booked tutorial.
- g) Tutorials Include a manageable amount of homework (providing everyone agrees).

### 17) Fee Payments - Face-to-Face

- a) **The fee is payable at the end of the tutorial before the tutor leaves the premises.**
- b) Acceptable methods of payments are:
  - i) cash

- ii) cheque (payable to Chris Street)
- iii) direct bank transfer
  - (1) account: C G Street & S E Street
  - (2) bank: Barclays
  - (3) account number: 80600180
  - (4) sort code: 205353
- c) Further tutorials will not be held until all outstanding fees are paid.
- d) The fee is subject to ad-hoc review with agreement by the Client.

## 18) Tutorials - Face-to-Face at Chris Streets' Bransgore home

- a) For Students under the age of eighteen years with tutorials at the Bransgore home of Chris Street
  - i) a familiar, responsible adult to the Student, other than Chris Street, need not be at 7 Tucks Close, Bransgore, Dorset, BH23 8ND throughout the tutorial.
  - ii) At the tutorial the Student must have a fully charged mobile phone and they must keep it on with the sound on.
  - iii) If the Student has any allergies or medical issues, let Chris Street know beforehand. It could be anything from pet hair (we have a Cocker Spaniel and a cat) to nuts, or more serious illnesses. Alerting Chris may reduce risk when another responsible adult is not around to supervise.
- b) The tutor is obliged to wait no longer than 15 minutes for the Student to arrive after the agreed upon start time.
- c) If the Student arrives 10 minutes after the agreed booked time slot, the tutor will only be able to give the remaining time of the booked tutorial, but the full fee will be charged for the booked tutorial.
- d) Tutorials Include a manageable amount of homework (providing everyone agrees).

## 19) Tutorials – Online

- a) Online tutorials are normally via Zoom – details to be emailed to the Client before the tutorial..
- b) Tutorials should take place in a quiet room with no distractions.
- c) Mobile phones should not be used by the Student during tutorials.
- d) The tutor is obliged to wait no longer than 15 minutes from the agreed upon online tutorial start time.
- e) If the Student arrives 10 minutes after the agreed booked time slot, the tutor will only be able to give the remaining time of the booked tutorial, but the full fee will be charged for the booked tutorial.
- f) Tutorials Include a manageable amount of homework (providing the Client and Student agrees)

## 20) Fee Payments - Online

- a) **Fees are payable before the online tutorial finishes.**
- b) The only acceptable method of payment is by direct bank transfer:
  - i) account: C G Street & S E Street
  - ii) bank: Barclays
  - iii) account number: 80600180
  - iv) sort code: 205353
- c) Further tutorials will not occur until all outstanding fees are paid.
- d) The fee is subject to ad-hoc review with agreement by the Client.

## 21) Account Reconciliation

- a) **Client must keep a record of delivered tutorial dates and times** including the method of payment (cash, cheque or bank transfer) for each tutorial, to assist in account reconciliation.

## 22) Holidays

- a) Changing lesson arrangements due to going away on holiday are acceptable providing notice is given.

- i) If notice is not given, full fees will be charged at the normal lesson rate for one hour of each week of the holiday, at the normal lesson rate.

## 23) Exams

- a) If a Notice of Termination is given for an exam Student within ten weeks of the Student's exam dates, tutorials need to continue until the Student's last exam date.
  - i) This condition is deemed by MMoST to be in the best interests of the Student and applies over time i.e. the Student may not be an exam Student when tuition begins.
- b) MMoST cannot guarantee the exam success of the Student.

## 24) Notice of Termination

- a) **After the first two tutorials, to end tuition, two weeks' notice of termination to MMoST is required by email.**
  - i) Contracted tutorials are taken as normal during the Notice of Termination period.

## 25) Extra Tutorials

- a) Extra tutorials can be arranged if required, subject to tutor availability.
- b) Tutorials during school holidays can also be arranged.

## 26) Comments and Testimonials

- a) Comments and testimonials from Students and parents may be published on our website or on social media, without the Clients permission (unless the Client specifies otherwise). Names of Students and parents will be in the format: first name and surname initial.
- b) Clients are encouraged to leave comments and rate MMoST tutorials on Trustpilot
  - i) [https://www.trustpilot.com/evaluate/mmost.org?utm\\_medium=trustbox&utm\\_source=TrustBoxReviewCollector](https://www.trustpilot.com/evaluate/mmost.org?utm_medium=trustbox&utm_source=TrustBoxReviewCollector)
  - ii) All reviews: <https://www.trustpilot.com/review/mmost.org>
- c) Clients are encouraged to leave comments and rate MMoST tutorials on Facebook <https://www.facebook.com/MyMasterOfScienceTutor/>

## 27) Limitation of Liability

- a) See the website: <https://mymasterofsciencetutor.education/limitation-of-liability>

## 28) DBS

- a) Chris Streets' Disclosure & Barring Statement (DBS) is available to the Client, upon request, at the introductory meeting or later.
  - i) The Enhanced DBS Certificate: 001470918071 is valid to 21st December 2020.

## 29) GDPR

- a) General Data Protection Regulation (GDPR) <https://mymasterofsciencetutor.education/gdpr>

## 30) Contract

- a) Copy of this Contract should be retained by the Client.
- b) Contract updates (from January 2020) are available for inspection <https://mymasterofscienceTutor.education/tcs>.
- c) Applicable contract: will be the version current on the date the Client agrees to the T&Cs.
- d) Changes to the contract (version updates): will be agreed with the Client before they come into force.

END

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