



Home Education Tuition Disclaimer

ELITE TUITION CENTRE LIMITED

Effective from 21 September 2026

Company number	13550993
Registered office	2 Cannon Hill Road, Birmingham, England, B12 9NN
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Important. Elite Tuition Centre provides supplementary tuition only. It is not a school, online school or complete home-education provider. A parent or guardian remains legally and practically responsible for the child's overall education, supervision and welfare.

1 Purpose and scope

This disclaimer applies when a home-educated child receives tuition, assessment, academic advice, learning resources or related support from Elite Tuition Centre Limited, whether lessons take place at the Birmingham centre or online within the United Kingdom.

It explains the limits of the service and divides responsibilities between the centre and the parent or guardian. It forms part of the tuition arrangement and should be read before enrolment and whenever the family changes its home-education plan.

2 Supplementary tuition only

The centre delivers only the subjects, levels, hours and services expressly agreed with the parent or guardian. Lessons support the child's learning but do not amount to a complete full-time educational programme.

Enrolment does not make the centre responsible for the whole curriculum, the suitability of education provided elsewhere, daily attendance, social development, physical education, careers education, pastoral provision or any period outside scheduled tuition.

3 Parental responsibility for education

The parent or guardian is responsible for ensuring that the child receives a suitable full-time education appropriate to the child's age, ability, aptitude and any special educational needs. The parent decides how the overall home-education programme is organised and must identify and address any gaps outside the centre's agreed tuition.

Home education does not have to follow the National Curriculum, but the legal responsibility to provide a suitable education remains with the parent. The centre does not certify that a family's combined provision satisfies that duty.

- Plan and oversee the child's complete educational programme.
- Provide appropriate teaching, resources, supervision and opportunities outside centre sessions.
- Keep any records needed to demonstrate the education being provided.
- Respond to lawful enquiries or requirements from the local authority or another competent body.
- Seek independent legal or educational advice where the family is uncertain about its duties.

4 Registration school withdrawal and local authority matters

The parent is responsible for obtaining advice and completing any steps connected with school withdrawal, school attendance orders, special-school placement, flexi-schooling or local-authority enquiries. Elite Tuition Centre cannot remove a child from a school roll, approve home education or act as the family's legal representative.

If a child attends a special school, is subject to a school attendance order, has an education health and care plan, or is involved with children's services, additional legal or procedural requirements may apply. The family should obtain current advice from the relevant school, local authority and qualified adviser.

5 Curriculum lesson planning and progress

The centre may assess the student and recommend topics, learning objectives, resources or study routines for the agreed subjects. These recommendations are educational guidance, not approval of the full home-education curriculum.

Progress depends on attendance, starting point, engagement, practice, wider provision, health and other factors. Reports, tutor comments and assessments describe learning observed within the service and must not be treated as a guarantee that the child is receiving a suitable full-time education overall.

6 Examinations and qualifications

Unless Elite Tuition Centre expressly agrees otherwise in writing, the parent or guardian is responsible for identifying an examination centre, checking availability, registering the candidate, selecting the correct awarding body, specification, tier and options, meeting deadlines and paying all examination and administration fees.

The parent is also responsible for confirming arrangements for identification, practical work, spoken-language endorsements, coursework, non-exam assessment and any private-candidate restrictions. Tuition fees do not include examination entry or exam-centre charges unless stated in writing.

7 Access arrangements and special educational needs

Parents must tell the centre about relevant special educational needs, disabilities, health conditions and reasonable adjustments so that tuition can be planned safely and appropriately. The centre will consider reasonable adjustments to its own service.

The centre does not guarantee that an examination board or exam centre will approve access arrangements. Applications may require evidence, assessment, a history of need, normal way of working and action by the registered exam centre. The parent must contact the exam centre early and provide the required evidence.

8 No guarantee of results

The centre will provide the agreed tuition with reasonable care and skill but does not guarantee a particular grade, examination result, school or college place, qualification, progression outcome or rate of improvement.

Tutors may offer professional educational opinions, but predictions and recommendations are not promises. A student's outcome depends on many matters outside the centre's control, including prior learning, attendance, independent study, examination performance and the wider home-education programme.

9 Attendance supervision and welfare

Parents remain responsible for the child's supervision, transport, punctual arrival and safe collection for centre-based sessions. For online tuition, the parent remains responsible for the home environment, internet access and suitable supervision in accordance with the Online Tuition Policy.

The centre does not provide childcare or supervision outside the agreed lesson time. A missed lesson, late arrival or gap in tuition does not transfer responsibility for the child's education or welfare to the centre.

10 Safeguarding and information sharing

The Safeguarding and Child Protection Policy applies to home-educated students in the same way as other students. Tutors and staff must report concerns through the centre's safeguarding procedure and cannot promise secrecy where a child may be at risk.

The centre will not routinely report a family to the local authority merely because the child is home educated. However, relevant information may be shared without consent where disclosure is required by law, ordered by a court, necessary to respond to an emergency, or reasonably considered necessary to protect a child or another person from harm. Information sharing will be limited to what is relevant and appropriate in the circumstances.

Where it is safe and appropriate, the centre may tell the parent about a disclosure or referral. It may withhold advance notice where doing so could increase risk, impede an investigation or conflict with professional or legal advice.

11 Health therapy and professional advice

Tuition is an educational service and is not medical, psychological, therapeutic, social-work or legal advice. Tutors do not diagnose learning difficulties, mental-health conditions or disabilities and do not replace qualified health, SEN, legal or safeguarding professionals.

Parents should obtain suitable professional advice where a child requires services beyond academic tuition. The centre may pause or decline provision that it cannot deliver safely or appropriately.

12 Records evidence and communications

The centre may keep attendance, assessment, learning and communication records in line with its Privacy Notice and retention arrangements. A parent may use appropriate records as part of their own evidence of education, but the centre does not undertake to prepare a complete home-education portfolio or formal report for a local authority unless separately agreed.

Parents must provide accurate information, keep contact details current and promptly disclose changes that materially affect tuition, safety, access arrangements or safeguarding.

13 Fees cancellations and ending tuition

Fees, payment dates, cancellations, rescheduling, missed lessons, unused credits and refunds are governed by the Tuition Terms and Conditions and Cancellation and Refund Policy. Ending tuition does not end or transfer the parent's responsibility to provide suitable education.

There is no minimum enrolment period or required notice period for ending tuition under the current tuition arrangements, although the centre recommends sustained attendance where appropriate to support continuity and meaningful progress tracking.

14 Complaints and questions

Questions about the scope of home-education tuition should be raised with the centre before enrolment. Concerns about the service will be handled under the Complaints Policy. Safeguarding concerns must follow the Safeguarding and Child Protection Policy.

The centre cannot determine whether the family has discharged its statutory education duty. Parents should consult current government guidance, their local authority or a suitably qualified adviser if they need a formal view.

15 Review and related documents

This disclaimer may be updated when the service, official guidance or legal duties change. Material changes will be communicated appropriately. It will be reviewed at least annually.

Related documents include the Tuition Terms and Conditions, Cancellation and Refund Policy, Online Tuition Policy, Safeguarding and Child Protection Policy, Privacy Notice, Complaints Policy, Student and Parent Code of Conduct and Acceptable Use Policy.

Responsibility summary

Area	Responsible party
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Overall suitable full-time education	Parent or guardian.
Agreed subject tuition	Elite Tuition Centre, within the booked service.
Full curriculum and learning outside lessons	Parent or guardian.
Exam entry, centre and fees	Parent or guardian unless otherwise agreed in writing.
Exam access-arrangement application	Parent and registered exam centre; approval is not guaranteed by Elite Tuition Centre.
Safeguarding during tuition	Shared responsibilities under the centre safeguarding procedure; disclosures may be made where legally required or necessary to protect a child.
Results and progression	No outcome is guaranteed.

Policy owner. Centre Manager, supported by the Designated Safeguarding Lead where appropriate.

Review record. Effective 21 September 2026. Next scheduled review: September 2027, or sooner if required.

Parent acknowledgement. By enrolling a home-educated student, the parent or guardian confirms that they understand the supplementary nature of the service and the responsibilities set out in this disclaimer.