

Private Classes Policy

A private class, or one-to-one class, is defined as a class that has been set up specifically for one student and is not open for other students to join, unless specified in the booking.

Cost

The cost per hour for private classes is £35 per hour. Block booking discounts may apply.

Students

Private students are still subject to the same rules and regulations as other students.

Students must come to all arranged classes. If they do not give at least 5/6 hours notice of cancellation or lateness, they will be charged.

The classes will start and end at the defined time. If a student is late, the lesson might not be extended, at the discretion of the teacher.

If a student wishes to change their private teacher, they must discuss this and their reasons for wishing to do so with the Operations Manager who will then decide if the reason is valid and discuss possible alternative teachers.

Teachers

Private teachers are subject to the same expectations as other teachers at inlingua Leeds.

Private teachers who do not want to teach a particular student must discuss this with the Operations Manager who will decide if this reason is valid and discuss alternatives.

Private teachers may not exchange phone numbers with students. If a student requests this, teachers may give out the inlingua Leeds mobile number only.

Private teachers must report any issues to the Operations Manager as soon as possible.

Teachers are strictly prohibited from meeting a private student outside of the inlingua Leeds premises or from arranging separate lessons. This is counted as 'poaching' and will lead to disciplinary action. inlingua Leeds arranges all private classes to protect the student and the teacher.

Created: 22/02/2019

Last Reviewed: 21/12/2023

To be reviewed: 21/12/2024

Management