

Requirements for Home-Based Tutors

Category: requirements | Required: Yes

Standards for tutoring from home, including space, privacy, and professionalism.

Field	Value/Notes
Objectives	Enter SMART objectives
Resources	List links/files
Assessment	Quiz/Observation/Assignment
Follow-up	Homework/Next steps

Workspace Standards

- Quiet, tidy area; desk-height seating; camera angle at eye level.
- Stable internet and adequate power; backup plan for outages.
- Keep learning materials organised and labelled.

Safeguarding & Visitors

- Ensure a parent/carer is aware of session times and location.
- No unrelated visitors in the teaching area; follow lone-working guidance.
- Follow photo/recording policy strictly.

Professional Boundaries

- Use official channels for communication.
- Keep personal areas out of camera view.
- Log sessions and outcomes in the LMS the same day.

Home Lesson Prep Template

Student: _____ Date: _____

Objective: _____

Tasks & Timing: _____

Materials: _____

Notes/Follow-up: _____