Poppy's Tutoring Company
Enhanced Code of Ethics

As a representative of Poppy's Tutoring Company, each tutor agrees to uphold the highest standards of ethical, inclusive, and professional conduct in support of our core mission: *empowering learners to achieve confidence, independence, and academic success in a safe and respectful environment.*

1. Purpose and Commitment

- I understand my role is to build student confidence, nurture independent learning, and support each pupil's unique journey with compassion, curiosity, and expertise.
- I am committed to personalised, evidence-informed support that prioritises long-term understanding over short-term performance.

2. Student-Centred Practice

- I will never create unhealthy dependency by implying that tutoring is essential unless there is a clear educational rationale.
- I will never complete assignments or assessments on behalf of pupils or condone plagiarism in any form.
- I will celebrate student progress with honest, constructive feedback that boosts resilience and motivation.
- I will adapt my methods to suit diverse learning styles, backgrounds, and abilities—recognising every learner's unique strengths.

3. Ongoing Professional Growth

- I will stay informed of subject developments and pedagogical research through ongoing CPD, reflective practice, and peer collaboration.
- I will actively seek feedback from clients and learners to continuously improve my tutoring methods.

4. Safeguarding and Child Protection

- I will uphold the Poppy's Tutoring Company Safeguarding Policy and complete:
    - Level 1 safeguarding training before commencing work
    - Biannual refresher training
    - Prevent duty training

- I will act in the best interest of the child at all times, maintaining vigilance and reporting concerns promptly to the Designated Safeguarding Lead (DSL).
- I will never meet pupils in unsupervised or informal settings outside agreed channels, and I will maintain a safeguarding-first approach to all communication and practice.

5. Pupil Welfare and Referral

- I will identify and support pupils facing academic, emotional, or motivational challenges with empathy and discretion.
- If a pupil's needs exceed my expertise, I will:
    - Notify the parent/carer or client without delay
    - Recommend appropriate external support
    - Disclose any personal or material interest in a referral
- I will advocate for learner well-being while preserving academic integrity and fairness.

6. Professional Boundaries

- I will maintain strictly professional relationships with pupils and families.
- I will not engage in private communication outside of scheduled sessions or approved platforms.
- I will be mindful of the power dynamics inherent in tutoring and avoid behaviours that may compromise trust or neutrality.

7. Confidentiality and Inclusion

- I will protect pupil confidentiality unless required by safeguarding concerns.
- I will treat all students with dignity, and respect their cultural, religious, neurodiverse, and socio-economic backgrounds.
- I will champion inclusivity and actively create learning spaces where all students feel safe, valued, and respected.

8. Professional Integrity

- I will keep accurate records of tutoring sessions and comply with company policies on safeguarding, GDPR, data protection, and communication.
- I will not solicit private tutoring relationships with clients introduced via Poppy's Tutoring Company.
- I will conduct myself transparently, ethically, and with accountability.

9. Ethical Conduct Summary

Tutors at Poppy's Tutoring Company are expected to demonstrate:

Core Value	Demonstrated Through
Integrity	Placing pupil wellbeing and growth above all else
Transparency	Honesty in referrals, feedback, and communication
Professionalism	Careful preparation, ethical conduct, and high standards
Accountability	Complying with policy, owning errors, and improving

Confirmation of Agreement

By signing below, I confirm I have read, understood, and agree to abide by this enhanced Code of Ethics.

Name: _____

Signature: _____

Date: _____