

# QT Members' Guide

Academic Year 2023-24

This guide is designed to help you to make the most of your QT Membership. If you have any questions, email [hello@qualifiedtutor.org](mailto:hello@qualifiedtutor.org) and we will do our best to help you.

## Contents:

[QT Community](#)

[QT Community Events](#)

[QT Dashboard](#)

[QT Digital Credentials](#)

[QT Discounts](#)

[QT.Directory](#)

[QT Love Tutoring Events](#)

[QT Parent Open Days](#)

[QT Tools](#)

[QT Training](#)

## QT Community

This is the beating heart of Qualified Tutor. From training to events, from discount codes to demos, from sensible questions to really silly jokes, this is where everything happens.

If you haven't yet, [join the QT Community](#) and get stuck in.



## QT Community Events

The QT Community has live meetups every weekday at 11am.

<p><b>Weekly Schedule of QT Meetups</b></p>	<p>Members receive the online link</p>
<p><b>Mondays@11am</b> every week: For current course participants and course alumni</p>	<p>Tutoring Practicals with <a href="#">Andrea Gadsbey</a> - Deep dive into tutoring pedagogy with Andrea, our Learning and Development Lead. This is when we run our Level 3 MicroTeach assessments.</p>
<p><b>Tuesdays@11am</b> every week: For all QT Members</p>	<p>Quiet Co-Working with Georgina Green - It can be difficult to stay motivated. Log on and work quietly alongside others in the same boat. It's simple, but it helps.</p>

<p><b>Wednesdays@11am</b> alternating weekly between: For all QT Members</p>	<p><b>Group Coaching on SEND and Wellbeing</b> with <a href="#">Jack Simmonds</a> - A much-loved member of the <a href="#">QT Team</a>, Jack's approach to equity, diversity and inclusion is inspiring and helpful.</p> <p><b>Group Coaching on The Business of Tutoring</b> with <a href="#">Georgina Green</a> - Our business guide on the side, Georgina, has been running a successful tutoring business for more than a decade. Find out from her how you can do the same.</p>
<p><b>Thursdays@11am</b> alternating weekly between: For all QT Members</p>	<p><b>QT Membership Q&amp;A</b> with <a href="#">Hannah Liversidge</a> - Helping others is one of Hannah's favourite things to do. Drop in and ask her all your questions about making the most of QT Membership benefits.</p> <p><b>QT Chats: Meet our Members</b> with <a href="#">Julia Silver</a> - Continuing on from our heartfelt conversations on Day One of <a href="#">#LTF4</a>, Julia will be interviewing QT Members live to learn about their tutoring journeys.</p>
<p><b>Fridays@11am</b> - Weekly For all QT Members</p>	<p><b>Live Demo Sessions</b> - Featuring a different QT Partner each week. Someone from their customer service team will be there to demo the resources, let you have a play and ask your questions.</p>

## QT Dashboard

For tutors who are growing a team, we know how overwhelming it can be to onboard tutors, especially at peak seasons. Use our fully customisable dashboard to easily track the progress of your new tutors from interviews to reference checks to DBS to training to onboarding and beyond.

## QT Digital Credentials

### What are QT Digital Credentials?

Digital credentials are the evolution of traditional paper certificates, results, and awards. Qualified Tutor has been issuing digital credentials for nearly two years. We find them a powerful way to recognise, celebrate and share lifelong learning.



SAFE | SKILLED | SUPPORTED

✓ Company Name  
Issue Date: 10/10/10

COMPANY LOGO

### How do they help?

QT Digital credentials will close the knowledge gap between tutors and their clients, creating transparency and boosting trust. QT Credentials tell parents exactly how qualified their tutor is.

### How do they work?

When you become a QT Member, you will be issued with a QT Digital Membership Card. This provides your name, your associated business logo, expiry date and level of membership. When you click on the QT Digital Membership Card, you will find all the credentials that you earn with Qualified Tutor. You can earn badges and

certificates for training, participating at events, completing skills audits, earning testimonials and so much more.

Plus: you can request for your paper-based certificates to be verified and added to your credentials wallet! How awesome is that?

## QT Discounts

We build partnerships with awesome companies, to ensure that you have access to exclusive discounts as QT Members. The long list of existing [QT Partnerships can be found here](#). If there's something you need that you can't see here, or something you feel you can offer, please email your request to [hello@qualifiedtutor.org](mailto:hello@qualifiedtutor.org).

## QT.Directory

All QT Members are listed on the [QT.Directory](#) once they have shared evidence of their DBS and Safeguarding training. This is the place where parents can search or verify QT Members' status. Your profile is fully editable, so you can add videos, reviews and anything else you fancy.

## QT Love Tutoring Events

Love Tutoring Events are a series of innovative and inclusive events designed to connect stakeholders in tutoring for our shared goal of Raising Standards in Tutoring Together. This is the calendar of Love Tutoring events for 2023-24.



<b>Love Tutoring Events</b>	<b>Academic Year 2023-2024</b>
<b>Parents' Open Day</b>	Wednesday 27 September 5-7pm
<b>Love Tutoring Wellbeing Festival</b>	10th October 2023
<b>Parents' Open Day</b>	Sunday 5th November 9-11am
<b>Love Tutoring Think Tank</b>	November 2023
<b>Parents' Open Day</b>	Monday 15th January 5-7pm
<b>Love Tutoring @Bett</b>	24-26 January 2024
<b>Parents' Open Day</b>	Sunday 3rd March 9-11am
<b>Love Tutoring Wellbeing Festival</b>	March 2024
<b>Parents' Open Day</b>	Wednesday 10th April 5-7pm
<b>Love Tutoring Think Tank</b>	May 2023
<b>Parents' Open Day</b>	Sunday 2nd June 9-11am
<b>Love Tutoring Festival 5</b>	1 & 2 July 2024
<b>World Tutors Day</b>	2nd July

## QT Parent Open Days

This is a new programme for the academic year 2023-24.

QT Parent Open days enable parents to find a safe, skilled and supported tutor.

Structured like a School Open Day, it will give parents, students and tutors short interview slots to get to know each other and invite follow up meetings.

Available for all QT Members to attend at no charge, this is how we help parents to understand the value of working with a Qualified Tutor.

## QT Tools

[International Tutoring Quality Assurance Framework](#) - An inclusive framework designed to enable tutoring businesses of all sizes to set their teams up for success.

Skills Audits - An innovative tool designed to evaluate pedagogical subject knowledge.

[DBS Checks, Certificate verification and other ID checks](#) - A service that checks police records and more in the UK and beyond

[360 Reviews](#) - A feedback tool to help you find out how well you're doing according to the people you work with.

[Thank Your Tutor Notes](#) - We promote these on World Tutors' Day 2nd July but they are available to you to share with clients and tutors throughout the year.

## QT Training

### What makes our training special?

#### Blended

This course can be completed at your own pace as you work through the videos and complete tasks. Our facilitators assess and respond to your answers, as well as hosting live drop-in clinics every Monday.

#### Transformational

Our QT House Rules are Be Curious, Be Generous, Be Reflective. This learning culture enables real transformation.

#### Peer and Mentor Support

We know that tutoring can be lonely. Learn alongside other tutors, and our Learning and Development Team for a really supportive and stimulating experience.

Our 3 core courses are:

- [QT Accredited Tutor Training](#)
- [Level 3 Award in Education and Training](#)
- [Level 2 in Safeguarding Children](#)

Download our [Course Handbook](#) to find out more about each course.

### QUALIFIED TUTOR'S 3 HOUSE RULES





## QT Accredited Tutor Training

This course is a really effective foundation course, covering the basics of teaching and learning as they pertain to all types of tutoring. It can be built up to a Level 3 Award in Education and Training by adding two assessment modules. With an extra Safeguarding assessment Unit 1 can be upgraded to a Level 2 in Safeguarding Children.

The course is facilitated by our amazing Learning and Development Lead [Andrea Gadsbey](#). She is there to support and challenge learners in their discussion forum and in her weekly meetups. Andrea's commitment to high quality tutoring and her inclusive, insightful and upbeat approach make her the perfect person to help tutors build their confidence.

Plus there's weekly coaching where we explore SEND, Wellbeing and the Business of Tutoring in a delightfully high trust environment.

The live meet-ups and the course content remain accessible to QT Learners for life, so you can stay connected and continue to grow.

If you are ready to access QT training, for you or your tutors, the most affordable route is as a QT Member. Email [courses@qualifiedtutor.org](mailto:courses@qualifiedtutor.org) to get started.

## Level 2 in Safeguarding Children

This comprehensive course covers how to recognise, respond and report to child protection and safeguarding concerns. It also explores how tutors can create safe spaces for learning.

This course has a written assessment that needs to be accurately completed to earn the Level 2 Qualification.

## **Level 3 Award in Education and Training**

This course includes the first five modules as the QT Accredited Tutor Training plus two assessment modules.

Practical Assessment – Microteach practical where course participants present and observe topics from the course to the group, giving and receiving feedback.

Written Assessment – Written Portfolio where course participants summarise what they know about the roles and responsibilities of inclusive tutoring practices,

## **QT Accredited Courses**

We take our commitment to raising standards in tutoring together very seriously. That's why we accredit and promote courses created by other tutoring experts.

If you have a course you would like us to accredit and promote, start here <https://www.qualifiedtutor.org/accredit-your-course-with-qualified-tutor/>.

Courses we accredit include:

### **Learn to Teach Inclusively Online**

Join Gaia Learning's certified course, 'Learn to Teach Inclusively Online,' led by our founder, Kirstin Coughtrie, and become an expert in creating engaging

and inclusive digital learning environments that cater to the needs of all students, particularly those with neurodiverse profiles.

### **Lesson Space Online Teaching Course**

This Lessonspace Course is a free online course designed to equip teachers with the skills and knowledge needed to effectively teach online.

### **Passive Income Options for Tutors**

This course enables educators currently delivering one to one tuition to set up and sell passive income products and/or services in the summer break

### **Become An Executive Function Coach**

After completing this course, participants will be able to:

Facilitate meetings with prospective parents and students to identify goals for the coaching relationship

Become a Member - [select the membership that suits your needs](#)