

Appendix 1

Relationships with students outside of work declaration

It is recognised that there may be exempted circumstances whereby employees of the school are known to students outside of work. Examples include membership of sports clubs, family connections, private tutoring, students/friends or your son/daughter who may visit your house for play, sleep overs or parties

Staff must declare any relationship outside of school that they may have with students

Employee Name	Student	Relationship

I can confirm that I am fully aware of the code of conduct relating to contact out of school with students in line with this policy.

If I am tutoring a student outside of school I am aware that the following must be adhered to:-

- I do not, at any point, teach the child in question as part of my daily timetable - this is a stipulation of such tutoring
- I emphasise to parents that this is done completely independently of the school
- No monies come through the school at any point, informally (e.g. via the child) or formally
- No private tutoring is to take place on the school premises

I confirm that if these circumstances change at any time I will complete a new form to ensure the school are aware of any relationships.

Signed Date

Once completed, signed and dated, please return this form to the Headteacher