This agreement outlines the terms for the Tutor Business Mentoring & Training Membership service provided to [Client's Name]. Any subsequent follow-up coaching or other services will be governed by separate terms and payments.

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# Scope of Service:

- Access to monthly Business Training Sessions, including recordings
- Community support through a private Facebook group
- Monthly social events for networking and camaraderie
- Additional training materials and e-guides
- Coaching Calls or Mentoring Calls and additional Training Workshops

## **Key Features:**

#### 1. Personalised Mentoring:

- Flexible one-to-one mentoring sessions, booked at convenient times.
- Focus on overcoming challenges, building confidence, and developing practical business skills.

#### 2. Comprehensive Training:

- Monthly training sessions covering various aspects of running a tutoring business.
- Accompanied by comprehensive e-guides to enhance further learning.

#### 3. Community and Support:

- Supportive private Facebook group for ongoing peer-to-peer support.
- o Monthly social events (digital staff room) to build a sense of community.

#### 4. Empowerment Focus:

- Emphasis on enabling tutors to overcome barriers and develop a positive mindset.
- Practical advice on technology, online teaching, business management, and setting appropriate fees.

# How Will These Services Help You?

**Feel Supported:** The Facebook group and the monthly social meeting aim to reintegrate you into a team, offering a supportive community and a united front to overcome challenges.

**Overcome Procrastination:** If starting a task has ever been challenging, this is your opportunity to stop hesitating and become more decisive. Ongoing accountability support in the Facebook group and in the 121 Mentoring Calls will help you start and complete tasks, making you feel good about it, too!

**Prioritise Tasks:** Are you struggling to identify which tasks are more urgent? The 121 Mentoring Calls will guide you in effectively prioritising your tasks.

**Manage Time:** Battling with time blindness? The 121 Mentoring Calls will assist you in more accurately estimating the duration of tasks and determining how many subtasks are involved.

**Boost Confidence:** As you take small steps forward, you'll start to trust your abilities, leading to a noticeable boost in your confidence levels.

**Boost Motivation:** The group's collective energy will offer the motivation necessary to undertake changes that might otherwise feel overwhelming when faced alone.

**Streamline Business:** Monthly live business training sessions on social media, software, and automation will help you reduce admin tasks and focus more on teaching. These sessions will provide actionable strategies to make your business operations more efficient.

**Enhance Efficiency:** Receive practical advice and tools to automate processes, making your business operations smoother and more time-effective. This includes learning to use software that simplifies scheduling, billing, and communication.

**Increase Knowledge:** Stay updated on the latest trends and best practices in the tutoring industry, ensuring that your business remains competitive and innovative.

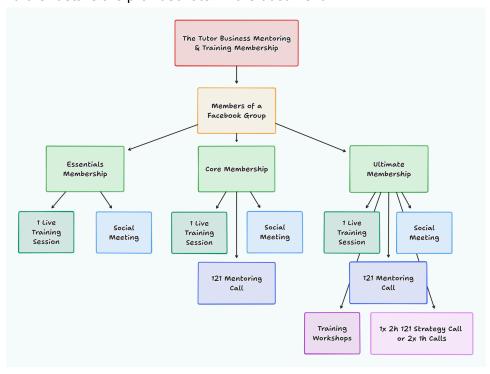
**Expand Skill Set:** Gain new skills in areas such as digital marketing, financial management, and customer relationship management, which are crucial for running a successful tutoring business.

# Levels of Membership:

There are 3 possible levels of membership that you can have:

- The **Core** Membership is the default level and is designed to be the ideal choice for most tutors, providing an excellent balance between support and independence.
- The **Ultimate** Membership is designed for tutors who want access to high-value services and exclusive benefits.
- The Essentials Membership is ideal for tutors who need essential training, resources, and support at an affordable price. It is a way to dip your toes into a supportive community.

Further details are provided later in the document.



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# Payment:

Your initial payment covers membership for the current month at your chosen level. Regardless of the purchase date, your membership is valid from the first day to the last day of the month. For example, if you purchase your membership on August 10th, it will be valid from August 1st to August 31st, and you will be due to pay for September on September 1st. Your first month's payment will be made on the Jackpot Maths website. Simply click on the product, add it to your cart, and pay. That will give you membership for your first month.

You can join the scheme any time during the month; there's no need to wait for a specific start date, but you will pay for the full calendar month. If the live training session has already taken place, you will still receive the recording, so you won't miss out. Your 121 Mentoring Call can be booked in the remaining weeks, and if all else fails, it can be rolled over into the next month upon agreement. Whatever happens, you won't lose out on the training or mentoring for that first month.

Once you have attended 2 events, you'll receive details to set up automatic payments for this membership, making it one less thing to remember.

Your subscription will automatically renew each month unless you decide to cancel.

You can change your membership level at any time. Simply contact me at <a href="mailto:judy@jackpotmaths.com">judy@jackpotmaths.com</a> to discuss your request, and I will adjust your access accordingly. If this occurs mid-payment cycle, I will adjust your payment accordingly. You will also receive instructions on adjusting your automatic payments for subsequent months.

# Membership Questionnaire:

Now that you have bought your first month, you need to follow this link to the Membership Questionnaire. Take the time to complete this questionnaire before your first Mentoring Call.

This questionnaire is an integral part of the whole process.

- It helps me to have a great deal of background information already at my fingertips.
- I will also conduct background research, equipping myself with additional details and a deeper understanding of who you are and your activities.
- From an outsider's viewpoint, I can see how your business presents to potential clients, which can help me ask the best questions in the calls.
- It helps me understand your motivations, why you do what you do and what drives you to want to improve.
- For you, it's an opportunity to reflect on the inner workings of your mind and business.

This information will better enable me to understand your needs and expectations. As a result, we can maximise our discussions by focusing on specific concerns and potential solutions rather than on initial fact-finding. <a href="https://forms.gle/63uHrEbfkTR4wb5g7">https://forms.gle/63uHrEbfkTR4wb5g7</a>
Please complete this on a laptop or PC, not on a mobile device. After submission, you will receive an email with your responses. If you later think of additional information to add, you can retake the questionnaire. I will merge your responses to gain a more comprehensive understanding.

### Details About The Services Included:

### Facebook Group:

All membership levels will have access to a private Facebook group, which serves as a digital staff room. This group will foster camaraderie and allow members to:

- Ask questions at any time
- Access bonus content
- Access the training resource library
- Participate in discussions
- Network with fellow tutors

### Mid-week Support:

Access our private Facebook group, where you'll find a wealth of support from me and your peers.

Please click this link and request to join the private group.

https://www.facebook.com/groups/jackpotmattutorbusinessmentoringtrainingmembership

After each training session, I will post a summary and the links.

If there are any accountability tasks, I will tag you in the threads that mention you.

If I have made a mistake or misunderstood something, please either comment on your thread or message me privately at <a href="mailto:judy@jackpotmaths.com">judy@jackpotmaths.com</a>, and I will rectify the error.

Later in the week, I'll revisit your goals and request an update.

Before the next call, I will create a new thread to enquire about any current tasks, dilemmas, or issues you're facing that are troubling you now and that you want to bring to the next call. I will ask each of you to leave a comment, allowing me to prepare for the call and research your specific issues to provide the best advice. You can always contact me privately instead.

The group's collective energy will supply the motivation often needed to address overwhelming changes when faced alone.

Please celebrate and support your peers when they seek advice or reassurance. This should be a safe space where showing vulnerability and authenticity is encouraged. Being authentic in the calls and Facebook group will ensure the best experience for both you and others.

### Live Training Sessions:

The membership focuses on running a small, solopreneur tutoring business. All levels of members will have access to the membership Live Training Sessions, which will be business-focused and aim to enable tutors to run their own independent tutoring businesses effectively.

These sessions aim to help tutors to move away from big agencies and become independent tutors. They will cover business aspects such as:

- Business strategies
- Pricing strategies
- Marketing and branding
- Client acquisition and retention
- Managing finances
- Time management
- Building a professional online presence

These meetings will take place in all 12 months of the year.

### Structure of Live Training Sessions:

These live training sessions are structured, addressing dilemmas that have typically held us back.

They will take place on Google Meet and include 60 minutes of relevant industry-specific training plus up to 30 minutes of a Q&A session to help you make the most of the content.

Each training session will have a unique Google Meet link, which you will receive in advance. Since the meetings are on Google Meet, you will receive Google Calendar reminders, including the link.

These training sessions will also be marketed via Eventbrite to other Tutors and Educators. They will be able to click and buy a ticket to the event. **You should not do this - you have an automatic ticket for each training session included in your membership.** 

Each monthly session will focus on small-time tutors' issues in running their independent businesses.

You will receive an e-guide to accompany the training session, and the session will be recorded, and you will receive the recording link. You will still receive the recording link if you cannot attend the training. The links will also be posted in the Facebook Group as part of the training and resources library. This means you will also gain access to the previous training and resources.

# Social Meeting:

All levels of members will have access to these monthly sessions, which will provide a social and networking opportunity akin to a live "digital staff room" to reduce the isolation felt by solopreneur tutors. A relaxed and social meeting will enable genuine connections to be made, building on comments and posts made in the Facebook Group during the month. Previous clients have asked for a social element that isn't entirely business-related, and this social meeting will fit that brief.

The meetings will be held in the evenings after most tuition has finished. This timing will enable anyone who has a day job, such as still teaching in a school or alternative provision, or, in fact, in any role where they are unavailable during the main daytime hours, to still be an active member of the membership.

These meetings will take place in all 12 months of the year.

### 121 Mentoring Calls:

These individual personalised mentoring calls are included in the Core and Ultimate memberships. Essentials members can purchase them at a discount rate, and additional paid calls are also available for Core and Ultimate members. These flexible one-to-one mentoring sessions can be booked at convenient times throughout the month, with both daytime and evening sessions available.

These calls focus on overcoming challenges, building confidence, and developing practical business skills. While the primary focus is on mentoring and providing structured opportunities for collaborative problem-solving and overcoming challenges, we also have the flexibility to utilise these sessions in any suitable way if deemed appropriate and necessary. These sessions will address individual business or personal challenges members face that impact their ability to run their businesses as they desire.

Furthermore, small, achievable goals will be set for each member to work on during the week and month, promoting accountability and progress towards individual objectives.

### Structure of 121 Mentoring Calls:

They will take place on Google Meet and last 60 minutes. They will be booked via the Google Calendar Event app <a href="https://calendar.app.google/YbNaa2xYco9Rx83X9">https://calendar.app.google/YbNaa2xYco9Rx83X9</a>
Each call will have a unique Google Meet link, which you will receive in advance. Since the meetings are on Google Meet, you will receive Google Calendar reminders, including the link.

A second Mentoring Call will be available for Core and Ultimate members during certain months of the year, particularly during school terms and in longer months such as September, November, January, March, and June. They can be booked in the same way.

### Mentoring Reports:

Depending on the nature of the support required in the 121 Mentoring Calls, you may or may not receive a mini follow-up report. Any report will not be of the same length and depth as the Standard Coaching Package, Coaching Calls, or Strategy Coaching Calls. The 121 Mentoring Call fee covers 60 minutes of live Mentoring plus any short follow-up documentation that is relevant to the call. Most calls will not trigger a report.

## **Strategy Coaching Calls:**

These 2-hour Strategy Coaching Calls are exclusively available to Ultimate members, although Essentials and Core members can purchase these sessions at a discounted rate compared to the public website price.

These flexible one-to-one Strategy Coaching Calls can be booked conveniently throughout the month, with daytime and evening sessions available. You can do this via the Google Calendar Event app, and if you are eligible, you will receive the link to book your time. If you buy this service as an add-on via the Jackpot Maths website, you will then receive the booking link.

### Structure of Strategy Coaching Calls:

Because you are a member, I will already know you and deeply understand your business and what makes it tick. I'll also be in tune with any personal difficulties that create blocks and sabotage your ability to move forward with your business development and reach the stage you wish. I will understand the realistic things you can implement and the things that are currently outside your grasp due to time constraints. This means that before a Strategy Coaching Call, I will already know quite a lot about what's happening.

In your monthly 121 Mentoring Call, you can mention anything specific you want to work on in the Strategy Coaching Call. For example, you may want help, support, and advice on how to move your business forward and which services to consider developing and offering to clients. You may also seek strategic advice on the order in which to develop your services and how to analyse which service should be focused on initially.

In these strategy calls, I can help you think more analytically about what you offer, why you offer it, what you could offer instead, and, most importantly, how that matches not only with your own natural skills and abilities but also what potential clients actually need.

Depending on the focus you want in your strategy call, I may do additional research in advance, which we will use during the call. I may also do some additional research afterwards and send it to you. These strategy calls are at a different level of service than my Standard Coaching Package, which always includes pre- and post-research and extensive reports. However, purchasing a Standard Coaching Package at a discounted rate is possible if you would also like that full service.

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It is also possible to have these Strategy Coaching Calls as two 1-hour calls if your time is restricted and you prefer to split the Strategy Coaching Call over two shorter appointments. These meetings will take place in all 12 months of the year.

## **Training Workshops:**

In addition to the membership, there will be separate training workshops, which will usually focus on teaching and learning. These workshops will cover topics such as:

- Maths and Maths Anxiety
- Neurodiversity
- Effective Strategies For Teaching Neurodivergent Students
- Dyscalculia And ADHD
- Using Manipulatives and Teaching in a Practical, Visual Way
- Effective Methods For Online Tutoring
- Identifying and Filling Learning Gaps

These Training Workshops can be purchased at a price discounted from the public price. Ultimate members will receive these Training Workshops included in their membership price.

In the future, a few Training Workshops may be offered as Premium Training Workshops. These would not be included within the Ultimate membership; however, Ultimate members could purchase those Premium Training Workshops at a discounted price compared to the public price.

There is not a set number of Training Workshops per month that will be available to the Ultimate members for free or at an additional cost to other members. This is because these Training Workshops will be released as and when they are ready to be launched, and this will not fit into a one-per-month schedule. Once released, they can be booked each time the workshop is run via Eventbrite. You can attend the same workshop multiple times if you wish.

## How Many of Each Event Will There Be Each Month?

We will have a monthly Live Training Session and a Social Meeting, which are available to all members.

The dates of these events may vary from month to month depending on the calendar, but the Live Training will usually be held during the first available working week of the month. The Social Meeting will usually be two weeks after that.

In September, November, January, March, and June, there will be 2 Mentoring Calls for Core and Ultimate Members. In all other months, 1 mentoring call will be included. Ultimate Members will also be eligible for 1 Strategy Call each month.

All calls can be booked in any of the working weeks.

Week 1	Live Business Training	121 Mentoring Calls/ Strategy Coaching Calls
Week 2		121 Mentoring Calls/ Strategy Coaching Calls
Week 3	Social Meeting	121 Mentoring Calls/ Strategy Coaching Calls
Week 4		121 Mentoring Calls/ Strategy Coaching Calls
Week 5		121 Mentoring Calls/ Strategy Coaching Calls

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### **Note: Summer Changes**

#### July 2024:

- The Live Training will not take place until week 3, which starts on July 15th.
- The Social Meeting will be in week 4, starting the week of July 22nd.
- The 121 Mentoring Calls can be in any of those four weeks or rolled over to August if you join late in the month.

### **August 2024:**

- The Live Training will not take place until week 2, which starts on August 5th.
- The Social Meeting will be in week 4 w/c 19th August.
- The 121 Mentoring Calls can be in any of those two weeks or rolled over to September if you join late in the month.

#### September 2024 onwards:

• The events will revert to the standard pattern of weeks 1 and 3 for the Live Training & Social Meetings and the Mentoring or Strategy Calls in any week.

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### Discounted Rates for Additional Services:

As a valued member, you can access various additional services at discounted rates. Essentials and Core members can purchase services included in the Ultimate membership at reduced prices using special discount codes provided within their membership. If you need these codes resent, please contact us, and they will be emailed to you.

Note: Specific codes will be provided to members upon joining and are not publicly available.

### Key Benefits:

- Access to Premium Services and Upgrades: Members can purchase services not included in their membership, such as the Standard Coaching Package, at special member rates. Additionally, you can upgrade 121 Mentoring Calls to more comprehensive Strategy Coaching Calls or full Coaching Calls, which include preand post-research and additional documentation, for personalised and in-depth support.
- Training Workshops: Members can buy Training Workshops at discounted rates, offering significant savings compared to public prices. Ultimate members have inclusive access to Training Workshops at no additional cost.

Please refer to the sections below for detailed information on the specific discounts available for each membership level.

### **Jackpot Maths Website Products:**

As a member, you will receive special 'Coupon Codes' that provide discounts on various services available on the Jackpot Maths website. The discounts vary by membership level as follows:

#### **Essential Members:**

- 50% discount on any 1-hour 121 Mentoring Calls
- 50% discount on any 2-hour Strategy Coaching Calls
- 50% discount on any 1-hour Coaching Call
- 50% discount on any 1-hour Additional Coaching Calls
- 20% discount on the Standard Coaching Package
- 20% discount on future services (TBC)

#### **Core Members:**

- 50% discount on any 1-hour 121 Mentoring Calls, in addition to the 1 or 2 included per month
- 50% discount on any 2-hour Strategy Coaching Calls
- 50% discount on any 1-hour Coaching Call
- 50% discount on any 1-hour Additional Coaching Calls

- 20% discount on the Standard Coaching Package
- 20% discount on future services (TBC)

#### **Ultimate Members:**

- 50% discount on any 1-hour 121 Mentoring Calls, in addition to the 1 or 2 included per month
- 50% discount on any 2-hour Strategy Coaching Calls, in addition to the 1 included per month
- 50% discount on any 1-hour Coaching Call
- 50% discount on any 1-hour Additional Coaching Calls
- 20% discount on the Standard Coaching Package
- 20% discount on future services (TBC)

These coupon codes ensure that you receive excellent value for your membership by allowing you to access additional coaching and mentoring services at a reduced rate.

## **Eventbrite Hosted Training Workshops:**

Teaching and Learning Training Workshops can be purchased through the Eventbrite page, which is accessed via the Jackpot Maths website. 'Promo codes' will be available for members and can be entered at the checkout on Eventbrite.

**Ultimate members** enjoy inclusive access to these Training Workshops without additional cost. They will be provided with an Ultimate membership promo code that enables them to get 100% off the fee and attend for free. **However, they are still required to book via Eventbrite** so that the total number of attendees can be accurately managed and the remaining places can be made available to other customers.

Some new training workshops may be enhanced and called Premium Training Workshops in the future. These will not be included in the Ultimate membership; however, they will be available at a discounted rate, likely a 50% discount. This discount may vary depending on how these Premium Training Workshops are developed and delivered.

**Essential and Core members** can use their promo code in Eventbrite to attend any of these training workshops. Essential members will receive a 20% discount, and Core members will receive a 40% discount. This discount also applied for any Premium Training Workshops.

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		£24.99	£49.99	£199.99	
		Essentials	Core	Ultimate	
Facebook Group		>	~	<u>~</u>	
Live Business Training	1.5-hours	>	<u>&gt;</u>	<b>✓</b>	
Social Meeting	1-hour	>	<u>&gt;</u>	<u>&gt;</u>	
121 Mentoring Call	1-hour	50% Discount	<u>~</u>	<u>~</u>	
Strategy Coaching Call	2-hours	50% Discount	50% Discount	<u>&gt;</u>	
Training Workshop	1.5-hours	20% Discount	40% Discount	<u>~</u>	
Premium Training Workshop	2-hours	20% Discount	40% Discount	50% Discount	
Coaching Call	1-hour	50% Discount	50% Discount	50% Discount	
Additional Coaching Call	1-hour	50% Discount	50% Discount	50% Discount	
Standard Coaching Package	4-hours	20% Discount	20% Discount	20% Discount	
Future services (TBC)		20% Discount	20% Discount	20% Discount	

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# **Confidentiality Agreement:**

## Confidentiality in Group Settings:

As a participant in the Tutor Business Mentoring & Training Membership scheme, you have access to group Social Meeting calls and a private Facebook group. Understanding and respecting the confidential nature of any information shared within these settings is crucial. The details you divulge about your business, including financial information and strategic plans, are sensitive and potentially vulnerable to misuse. While open discussions about hopes, plans, and vulnerabilities are encouraged for collective growth and support, members must adhere to strict confidentiality standards.

### Personal Assurance from Jackpot Maths:

I, Judy Brice, assure you that any information shared with me in one-to-one consultations or group settings will remain strictly confidential. I am committed to maintaining the highest level of integrity. I will not use any information you share to modify my own tuition or training business models for any competitive advantage against you in competition. My role is supporting and mentoring, not capitalising on your vulnerabilities or using your strategic insights.

## Mutual Respect Among Members:

It is equally important for each member to exercise discretion and ethical judgement in handling information others share. Using another member's insights, strategies, or financial details for personal gain, whether financially, strategically, or ethically, is strictly prohibited. This policy is in place to foster a safe and trusting environment where all members can share and learn without fear of exploitation.

### Agreement to Confidentiality:

By participating in this membership scheme, you agree to uphold these confidentiality standards and respect all members' privacy and sensitive information. Breach of this confidentiality agreement may result in immediate termination of your membership and any further actions as deemed necessary.

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# Payment and Cancellation Policy:

### Payment:

Payment for this service is initially required in advance through my Jackpot Maths website shop for the first month. Afterwards, you are expected to pay monthly in advance by automatic bank transfer set up as a Standing Order.

If you change your mind before any services have been supplied, please contact me with your query, and I will do my best to resolve the issue or refund your money.

If payment is not received by automatic bank transfer for the next month, your membership will be cancelled, and you will not be able to access any future calls or Facebook support unless payment is made.

### Attendance:

Attendance at events is an integral part of the Membership scheme. It is the members' responsibility to attend.

This new scheme will be starting during July 2024. The dates and times of upcoming events are tentative; if they become unsuitable for the majority, we may need to change them. Members will be included in the process and notified of any changes.

In this new membership scheme, since the training is recorded and the 121 mentoring is scheduled at your convenience, the only event that may not suit you is the Social Evening.

Refunds will not be given for missed sessions.

If your schedule prevents you from attending events, please notify me immediately. Alternative session timings may be considered depending on the number of members affected and the group's flexibility. However, individual accommodations for missed sessions are not guaranteed.

## Membership Changes:

You can change your membership level at any time. Simply contact me at <a href="mailto:judy@jackpotmaths.com">judy@jackpotmaths.com</a> to discuss your request, and I will adjust your access accordingly. If this occurs mid payment cycle, I will adjust your payment accordingly. You will also receive instructions on adjusting your automatic payments for subsequent months.

#### Cancellation:

Membership can be cancelled at any time; however, once you have paid for the next month and have participated in any of the 3 or 4 events within that monthly cycle or taken an active part in the accountability tasks in the Facebook group, it will be considered that the services

for that month have been delivered, even if you have not made full use of them. Partial refunds will not be given as a matter of course.

## Rejoining the membership:

If you cancel your membership and automatic payments, and more than one month passes without payment or engagement, you will be considered to have left the membership.

Membership prices are only guaranteed for the year if your membership is continuous. If you cancel and then rejoin after a lapse of one month or more, the monthly membership fee will be at the rate applicable when rejoining, which may be higher than your original rate.

# Terms of Agreement:

You acknowledge and accept these terms by participating in the first scheduled call. If you have any concerns or disagreements with these terms, please contact me before the call for a discussion and possible refund.

In the event of any misunderstandings or disputes, both parties commit to open communication to find a mutually agreeable solution.

# Final Acknowledgement:

Please ensure you have read and understood all aspects of this agreement. Your engagement in the Membership scheme signifies your acceptance of these terms and commitment to collaborate to support your business needs. I look forward to a fruitful and supportive engagement.

Judy Brice, Edu-Trainer

JMB Educational Services Ltd, also trading as Jackpot Maths

**Empowering Educators to Support Neurodiverse Children More Effectively** 

judy@jackpotmaths.com

linktr.ee/jackpotmaths

**\**07976 649704

Office hours:

Monday to Thursday, 9:30 am to 6:30 pm

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