

## Handwriting, English & Maths Tutor (Self-Employed)

**Location:** Hove, East Sussex

**Hours:** Flexible - up to 30 hours per week

**Pay:** £20-£30 per hour

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### About Us

My Tutoring Club provides high-quality small group tutoring sessions (4-8 students) for pre-GCSE and GCSE subjects and music. We focus on creating a supportive and engaging environment where students can build confidence and master essential academic skills.

We are currently looking for a Handwriting, English, and Maths Tutor to help younger students and teens develop core skills in these subjects through structured, topic-based sessions.

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### Role Overview

As a Handwriting, English, and Maths Tutor, you will work with students in small groups to develop fundamental literacy, numeracy, and handwriting skills. Your sessions will be delivered in person in Hove, with lessons carefully structured into 20-30-minute segments to ensure engagement and retention, particularly benefiting students with Special Educational Needs (SEN).

You will focus on improving letter formation, sentence structure, spelling, punctuation, and grammar (SPaG) in English, alongside developing numeracy and problem-solving skills in Maths. Sessions will be interactive and topic-based, helping students apply their learning in meaningful ways.

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### Key Responsibilities

- Plan and deliver engaging lessons in handwriting, English, and Maths tailored to different age groups and abilities.
- Focus on letter formation, cursive writing, and improving handwriting speed and legibility.
- Support English skills, including reading comprehension, SPaG (spelling, punctuation, and grammar), sentence structure, and creative writing.

- Teach foundational Maths skills such as number recognition, calculations, problem-solving, and key mathematical concepts.
  - Use a structured, topic-related approach to make learning interactive and enjoyable.
  - Integrate multimedia, hands-on activities, and games to enhance engagement.
  - Adapt teaching methods to support different learning styles and SEN students, ensuring an inclusive learning environment.
  - Provide regular feedback to students and parents on progress, strengths, and areas for development.
  - Maintain accurate records of student attendance, progress, and assessments using SLACK and Google Drive.
  - Write termly progress reports highlighting improvements and areas for focus.
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## **Requirements**

- A strong understanding of literacy, numeracy, and handwriting development, with experience supporting students in these areas.
- Previous experience in tutoring, teaching younger students or working in an educational setting.
- Knowledge of handwriting techniques and the ability to teach print and cursive writing.
- Familiarity with SPaG rules and phonics-based learning.
- Strong knowledge of basic and pre-GCSE Maths, with the ability to explain concepts clearly.
- Excellent communication skills, with the ability to motivate and engage students.
- Experience working with SEN students is highly desirable.
- Proficiency in using SLACK and Google Drive for lesson planning and record-keeping.
- Knowledge and experience with safeguarding children is preferred.

- An enhanced DBS check (own DBS preferred, though we can provide one if required) is also recommended.
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## **What We Offer**

- Competitive pay based on experience and qualifications.
  - Full training and ongoing support to help you succeed in your role.
  - The opportunity to make a meaningful impact on students' foundational learning skills.
  - A supportive, professional teaching environment where you can develop your expertise.
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## **How to Apply**

If you are passionate about supporting students in handwriting, English, and Maths, we'd love to hear from you! Please send your CV and a cover letter to [tutoring@myhelm.club](mailto:tutoring@myhelm.club). Successful candidates will be contacted for a short phone conversation before being invited to interview in person.