Quest for Learning is an Oxfordshire charity which has been working in partner primary schools offering specialist supplementary tutoring in literacy and maths since 1995. We offer four impactful programmes: ReadingQuest (KS1), BookQuest (KS2), NumSkills (KS1 & 2) and WritingQuest (Lower KS2).

Our tutors are qualified and experienced teachers with the pedagogical knowledge and practical skills to provide an adaptive learning experience that ensures the best progress for each child, rather than relying on a rigid, heavily scripted scheme of work.

Understanding the specific needs of the individual children we're working with is crucial to achieving the best possible results, so we are hugely appreciative for the time that the SLT and class teachers make to talk with our tutors, as we realise you are the people who know your pupils best. We're also keen to make sure you're kept in the loop, so please don't hesitate to ask your tutor for updates or get in touch with us directly at teaching@questforlearning.org.uk

As a charity, fundraising is a vital part in keeping our costs as low as possible for partner schools. You can help us to do this by sharing anecdotes, quotes and pupil progress that we can pass on to prospective funders to demonstrate the impact of our work, and by contributing to our qualitative impact data through programme questionnaires.

Thank you for working with us this year to make a real difference to your pupils.



Chris Higgins

Chief Executive Officer

Teaching Agreement for 2026-27

between

Quest for Learning and Aureus Secondary Academy

Quest for Learning and [School] ('the school') agree that the following teaching of Quest for Learning programmes will take place during the 2026-27 academic year:

INSERT BOOKING DETAILS

Quest for Learning's responsibilities

1. Teaching

The Quest for Learning tutor(s) will:

1.1 Agree a weekly schedule for delivering the teaching and notify the school in good time of any changes to this schedule;
1.2 As far as possible, align their behaviour management approach with the school's policies and procedures;
1.3 Make best efforts to engage parents/carers of the pupils taught, including by inviting them to observe/participate in at least one session;
1.4 Keep the school's nominated teaching contact/class teacher (see 6.1 below) informed of any issues regarding the selection of pupils or teaching of the programme.

2. Teaching resources

For ReadingQuest and BookQuest, Quest for Learning will:

2.1 Supply a selection of high-quality picture books for use by the Quest for Learning tutor(s);
2.2 Supply a selection of literacy games and other resources for use by the Quest for Learning tutor(s);
2.3 Supply a selection of resources which can be borrowed by pupils and families to use at home during the programme;
2.4 Provide individual packs for pupils to use during the programme and to keep afterwards.

For NumSkills, Quest for Learning will:

2.5 Supply all resources required to play the NumSkills games during the programme (excluding cooking activities, which will incur an additional charge);
2.6 Provide individual packs for pupils to use during the programme and to keep afterwards.

For WritingQuest, Quest for Learning will:

2.7 Supply all resources required to deliver sessions including books and pencils.
2.8 Provide individual packs for pupils to use during the programme and to keep afterwards.

3. Tutor management

Quest for Learning will:

3.1 Identify or recruit (a) suitably qualified tutor(s) to deliver the above teaching;
3.2 Ensure that the tutor(s) is/are trained in delivering the relevant Quest for Learning teaching programme(s) and provide ongoing support;
3.3 Observe the tutor's/tutors' teaching practice at least once per academic year and conduct annual performance development review;
3.4 Ensure that Quest for Learning programmes are delivered by trained and quality-assured tutors. The school acknowledges that programme materials and resources alone do not constitute the full programme and that programme quality relies on delivery by appropriately trained practitioners operating within Quest for Learning's quality assurance framework.

4. Safeguarding

Quest for Learning will:

4.1 Carry out comprehensive vetting checks, including an enhanced DBS check, when employing new tutors and staff;
4.2 Ensure that OSCB safeguarding training, to a minimum of Level 2, has been completed by tutors and staff;
4.3 Manage safeguarding concerns in accordance with Quest for Learning's safeguarding policies and procedures;
4.4 Ensure that tutors and staff adhere to the Quest for Learning Safeguarding Policy and procedures.
4.4.1 *Policies and procedures can be viewed on our website: Quest for Learning - Policies*

The Quest for Learning tutor will:

4.5 Familiarise themselves with the school's safeguarding policy and procedures and report any concerns or disclosures to the school's Designated Safeguarding Lead;
4.6 Complete an anonymised Quest for Learning 'Safeguarding Alert' form in line with the Quest for Learning Safeguarding Policy and procedures for each concern or disclosure reported to the school's Designated Safeguarding Lead.

5. Reporting, monitoring and evaluation

Quest for Learning will:

5.1 In collecting and processing pupil data, adhere to the Quest for Learning Privacy Policy;
5.2 Provide individual end-of-programme reports for each pupil, including a report to be shared with the child's parents/carers;
5.3 Upon request, provide an end-of-year overview report on the teaching delivered;
5.4 Comply with DfE audit requirements as needed;
5.5 Quest for Learning may use anonymised programme data, outcomes and case studies for evaluation, quality improvement, reporting and fundraising purposes.

The school's responsibilities

6. Communications

The school will:

6.1 Provide a direct email address for a nominated contact for general teaching matters, alongside class teacher contact details for child specific queries;
6.2 Provide a direct email address for a nominated contact for administrative and data matters;
6.3 Ensure that class teachers are aware and supportive of the Quest for Learning teaching being delivered;
6.4 Share relevant information about Quest for Learning with internal stakeholders and/or make it available, e.g. in the staffroom, to all school staff;
6.5 Inform parents/carers about the programme their child will be taking part in and encourage them to engage with the Quest for Learning tutor(s), including observing/participating in at least one session;
6.6 Ensure that parents/carers receive a copy of the end of programme report in good time.

7. Teaching arrangements

The school will:

7.1 Agree a weekly schedule for delivering the teaching and notify the Quest for Learning tutor(s) in good time of any changes to this schedule;
7.2 Provide a suitable space for the teaching to take place that is quiet and away from distractions, and ensure the Quest for Learning tutor(s) has/have free access to it; provide a suitable location for the Quest for Learning tutor(s) to store their resource box during the teaching block;
7.3 Ensure that any relevant information about the pupils being taught is shared with the Quest for Learning tutor(s) prior to the start of teaching, and any updates during the teaching period are shared in good time.
7.4 Ensure that any relevant policies are shared prior to the start of teaching with the Quest for Learning tutor(s), e.g., behaviour, safeguarding, calculation.

8. Intellectual Property (IP)

8.1 ReadingQuest, BookQuest, NumSkills, WritingQuest and any other programmes developed or delivered by Quest for Learning are proprietary educational intervention programmes owned by Quest for Learning.
8.2 All intellectual property associated with these programmes, including programme methodologies, teaching resources, assessment frameworks, training materials, programme content and associated branding, remains the sole and exclusive property of Quest for Learning.
8.3 Nothing within this agreement grants the school any right to reproduce, adapt, deliver independently, train others to deliver, or create derivative versions of Quest for Learning programmes without the prior written consent of Quest for Learning.
8.4 All programme content, methodologies and associated materials are confidential and intended solely for the delivery of services under this agreement.
8.5 The school may use and share programme reports and operational information as reasonably required to support participating pupils.

9. Data, monitoring and evaluation

The school will:

9.1 Prior to the start of each teaching block, provide Quest for Learning with details of the pupils to be taught via the secure Quest for Learning Pupil Information Management System;
9.2 Ensure that the class teacher(s) can attend the pre-teaching meeting with the tutor and that they complete the post-programme questionnaire within 5 working days of receipt via the Quest for Learning Pupil Information Management System;
9.2.1 *Please note, teaching cannot commence until pupil data has been received and the pre-teaching meeting has taken place; an additional administration fee may be charged if receipt of this data is unduly delayed.*
9.3 On request from Quest for Learning, provide end of KS2 outcome data for participating pupils.

Terms and conditions

10. Payment terms

10.1. The school agrees to pay invoices issued by Quest for Learning within thirty (30) days from the date of receipt.
10.2. In the event of a delayed payment, Quest for Learning reserves the right to charge an additional administrative fee for late payments. If the school fails to pay any invoice within the agreed timeframe, Quest for Learning reserves the right to suspend services until full payment is received.

11. Indemnity & limitation of liability

11.1. The school agrees to indemnify and hold harmless Quest for Learning from any and all claims, damages, or liabilities arising from or related to the delivery of programmes, except where such claims are a result of gross negligence or intentional misconduct by Quest for Learning.

11.2. Quest for Learning's liability in connection with the delivery of any programme shall be limited to the total amount paid by the school for the specific course or programme. Quest for Learning shall not be liable for any indirect, consequential, or special damages, including but not limited to loss of profits, loss of opportunity, or reputational damage.

12. Data protection & GDPR compliance

12.1. To administer and deliver its educational programmes, Quest for Learning requires access to personal data concerning the students enrolled in the courses. This may include, but is not limited to, names, contact details, health information, and academic performance. The school, as the data controller, is responsible for obtaining all necessary consents from parents or guardians in compliance with GDPR and any other applicable data protection legislation. The school shall ensure that it has a lawful basis for sharing student data with Quest for Learning for the purposes of providing the educational services under this agreement.

12.2. Quest for Learning shall act as a data processor under this agreement and will handle student data solely for the purpose of delivering the programme, in accordance with GDPR. Quest for Learning will use a secure information management system for all data transfers, and the school is required to use the same system to ensure the safe and compliant transfer of personal data.

13. Confidentiality

13.1. Both parties agree to maintain the confidentiality of any sensitive or proprietary information disclosed in the course of delivering and receiving services. This includes, but is not limited to, student data, course materials, and any other proprietary information belonging to Quest for Learning or the school.

13.2. Neither party shall disclose any confidential information to third parties without prior written consent, except as required by law.

14. Cancellation policy

14.1. Sessions cancelled by the school with less than two working days' notice will be charged in full and will not be rescheduled. While Quest for Learning will make best efforts to rearrange any missed teaching sessions resulting from school factors where advance notice is given (e.g. full or partial school closure, internal school commitments such as sports day, etc.) within the full-term during which tuition is scheduled, we cannot guarantee to do so. If it is not possible to reschedule the missed sessions within the original timeframe, these will still be chargeable.

14.2. If an individual pupil misses a teaching session, but the session goes ahead with the remaining pupils in that group, it will not be possible to provide a catch-up for the non-attending pupil, and the session(s) will still be charged at the normal rate.

14.3. For any teaching sessions that are missed due to Quest for Learning factors (e.g. tutor illness), best efforts will be made to rearrange these within the full-term during which the tuition is scheduled. If it is not possible to reschedule the missed sessions within the original timeframe, the school may be entitled to a partial refund of any direct advance payment by the school for these sessions.

14.4. Neither party shall be liable for delays or failure to perform its obligations where this results from circumstances beyond its reasonable control.

Signed on behalf of Quest for Learning:	Signed on behalf of the school:
	
Name: Chris Higgins Role: Chief Executive Officer Date:	Name: Role: Date: