

bp Student Tutoring



INTERESTED IN...

- Volunteering as a tutor in Aberdeen City & Aberdeenshire primary and secondary schools?
- Giving back to the local community?
- Developing confidence?
- Enhancing your CV?

WHAT IS STUDENT TUTORING?

bp Student Tutoring is a voluntary scheme which involves placing students in local schools to work with pupils under the supervision of the classroom teacher. The ultimate aim is to inspire pupils to consider further and higher education options. bp sponsor the scheme alongside Aberdeen City Council and Aberdeenshire Council and it runs in conjunction with the University of Aberdeen, Robert Gordon University and North East Scotland College.

Please note that bp tutoring placements run from January to April. You would start your placement after you have attended a briefing session and also become a member of the Protection of Vulnerable Groups (PVG) Scheme.

All applicants must attend an information session, these will be promoted at your institution in September/October. Students cannot apply without attending one of these sessions.

WHY DO IT?

Students tell us they have participated in student tutoring for many reasons, including improving their CV, gaining work experience and for fun.

Their feedback tells us that they gain confidence and enhance their employability skills in communication, presentation and time management. These skills are useful for any future career.

For many students keen to pursue teacher training, the scheme provides a useful 'testing the water' experience.

HOW MUCH TIME DOES IT TAKE?

Tutors spend one morning or one afternoon per week in school for a period of eight weeks, between the end of January and school Easter break in April. Your institution asks you to make a commitment for the full eight weeks in order to develop good relationships with pupils and school staff.

Please think carefully about this before you apply, particularly if you are a final or postgraduate year student as you need to ensure you can adequately balance tutoring with your studies.

Student tutors must complete an attendance form.

DO I HAVE TO HAVE PREVIOUS EXPERIENCE OF WORKING WITH CHILDREN?

Previous experience is not necessary, but enthusiasm and a genuine desire to work with children and young people is essential.

WHAT WOULD I BE DOING IN THE CLASSROOM?

Tutors are placed in schools to help teachers and support pupils. The way tutors are used in the classroom varies from school to school: you may work with an individual or group on a specific project, help a pupil who is having difficulties, go on class visits, assist with exam revision and potentially give some insight into your own college or university experience. Student tutors can act as positive role models, thereby increasing pupil aspirations and motivation to stay on in education and training.

Discipline is not your responsibility. The classroom teacher will be present in the room at all times and it is their role to manage the class. At no time should you be left alone with the pupils.

All teachers involved have asked for a tutor so you will be made welcome by their class. There is normally no preparation work required by tutors before attending placement.

WHAT PREPARATION & SUPPORT WILL I RECEIVE?

There will be a mandatory briefing session in December which you must attend to enable you to take part in the scheme. The session will include input from education authority staff on behalf of Aberdeen City and Aberdeenshire Councils regarding classroom expectations and child protection guidelines. You will also find out which school you have been matched to! Ongoing support is available from a Link Teacher in your allocated school and from your institutional co-ordinator.

WILL I TUTOR IN A PRIMARY OR SECONDARY SCHOOL?

Tutoring places are available in a number of primary and secondary schools in both the City and Aberdeenshire. On the application form you will be asked to choose whether you want to tutor in a primary or secondary school.

If you want to tutor at a secondary school, then you can choose what subject you are interested to work in, normally the subject you are currently studying at college or university. However, if you want to tutor in a different subject, you can do so provided you indicate that you are proficient in it, e.g. French.

You do not need to have any specialist skills or knowledge to tutor at a primary school but it helps if you can specify any particular interests e.g. music, drama, physical activities. Once selected you will see all school placements in advance and self-select your top three choices, a minimum of one being in Aberdeenshire.

APPLICATION AND SELECTION PROCESS

Initially we ask you to complete an application form available from each institutional contact once you have attended an information session. This is a competitive process and those who meet the scheme requirements will be selected for a ten minute interview.

Through the interview process we determine your suitability for the scheme and answer any queries you may have. If successful you will then be asked to complete an online PVG form for which guidance will be given.

RECOGNITION

Your contribution to the scheme will be celebrated and recognised in an annual Awards Ceremony taking place usually in March. Student tutoring is not formally assessed but every tutor is awarded a Certificate of Participation as recognition of their efforts.

This achievement can also be recognised on your Higher Education Academic Record transcript as well as gaining volunteering hours towards the Saltire Scheme (for those under 25). For UoA students the scheme will be added to your Enhanced Transcript.

EXPENSES

Travel expenses (public or own transport) will be reimbursed for placements as long as you have proof of travel to and from school. The journey has to be from your campus to the school, or from your home address to the school, whichever is closer.

ADJUSTMENTS & HEALTH

If you are selected for the scheme, we ask you either to let your contact know if you have a medical condition which may impact on your placement or need an adjustment so they can inform your allocated school, or for you to advise the school yourself if you prefer.

PROTECTION OF VULNERABLE GROUPS (PVG) SCHEME

It is mandatory that all adults who work with vulnerable adults and children become a member of the PVG scheme, and the local authorities involved in Student Tutoring require student tutors to be members. The cost to join the PVG Scheme is £59. If you already hold a PVG record you will need to update it at a cost of £18. We have previously asked students to pay for this however this is under discussion at present and will be confirmed at the information sessions.

Students attending Awards Ceremony at bp HQ, March 2024



OK, I AM INTERESTED. WHAT NEXT?

Contact your institution for more details on how to apply.

FOR ROBERT GORDON UNIVERSITY STUDENTS:

Careers Team
Centre for Employability, Student Life
Level 3 The Ishbel Gordon Building
Garthdee Campus
Garthdee Road
Aberdeen AB10 7QG
Email: bptutoring@rgu.ac.uk



FOR UNIVERSITY OF ABERDEEN STUDENTS:

Julia Leng
Careers & Employability Adviser
Careers & Employability Service
University of Aberdeen
Students' Union Building
Elphinstone Road
Aberdeen AB24 3TU
Email: bptutors@abdn.ac.uk



FOR NORTH EAST SCOTLAND COLLEGE STUDENTS:

James Dow
NESCol Schools - College Partnership Team
North East Scotland College
Gallowgate
Aberdeen
AB25 1BN
Email: Ja.Dow@nescol.ac.uk



The bp Student Tutoring Scheme is supported by:

