

CODE OF CONDUCT FOR HOME TUTORS

(Beyond Learners Private Limited)

Introduction

Beyond Learners Private Limited (hereinafter referred to as the “Institute”) is engaged in providing structured academic support and facilitating educational services through qualified independent Home Tutors. The Institute is committed to upholding high standards of professionalism, integrity, and academic excellence, while fostering a safe, respectful, and conducive learning environment for students.

Applicability and Scope

In furtherance of these objectives, the Institute has established this Code of Conduct to define the roles, responsibilities, and expected standards of behaviour for Home Tutors associated with its academic activities. The provisions of this Code of Conduct shall apply to all Home Tutors associated with the Institute in the course of providing academic services. This Code is intended to ensure clarity, accountability, and adherence to established procedures and applicable law, while recognizing the respective roles of all stakeholders involved.

The following provisions shall govern the conduct and professional responsibilities of Home Tutors associated with the Institute and are intended to ensure adherence to the standards, procedures, and applicable legal requirements relevant to such engagement.

1. The Home Tutor is associated with the Institute for the purpose of providing academic assistance to students and shall perform such role in a professional capacity consistent with the academic objectives of the Institute.
2. The Tutor shall maintain due care, diligence, and professionalism in the conduct of all academic sessions and shall ensure that the learning environment remains respectful, disciplined, and focused on the academic development of the student.

3. Tutor shall maintain respectful, appropriate, and professional behaviour at all times while interacting with students and their families and shall uphold the dignity, safety, and well-being of all individuals involved.
4. The Tutor shall exercise heightened responsibility while dealing with minor students and shall strictly refrain from any conduct that may be inappropriate, unsafe, or contrary to accepted ethical or legal standards.
5. The Tutor shall restrict his/her role to academic guidance and related educational support as facilitated by the Institute and shall not engage in any activity beyond such scope.
6. The Tutor acknowledges that home tuition is conducted at premises chosen by the Parent/Guardian, which remain outside the direct supervision and physical control of the Institute. Accordingly, the Tutor shall act responsibly, independently, and with due regard to the safety and propriety of the environment in which such services are rendered.
7. The Tutor shall not enter into any direct or indirect financial or professional arrangements with students or guardians outside the framework of the Institute without prior written consent.
8. The Tutor shall maintain confidentiality of all student-related and institutional information and shall not record, disclose, or misuse any personal, academic, or sensitive data without appropriate authorization.
9. The Tutor shall comply with all applicable laws and shall adhere to the established procedures and standards of the Institute while performing assigned duties.
10. The Tutor acknowledges that the Institute facilitates academic engagement by exercising reasonable care in associating tutors and maintaining professional standards. The Tutor further understands that home tuition is conducted at premises chosen by the Parent/Guardian, which remain outside the direct supervision and physical control of the Institute.

In this context, the Tutor is expected to conduct all academic activities with due care, professionalism, and adherence to the standards prescribed by the Institute, while the Institute continues to support such engagement through its established procedures and systems. The Institute shall not be held liable for matters that are beyond its reasonable

control, except where such responsibility arises due to proven negligence on its part, as may be determined in accordance with law by a competent court of jurisdiction.

- 11.** The Tutor shall promptly inform the Institute of any concern, complaint, or incident arising during the course of tuition and shall cooperate in addressing such matters in a fair, timely, and responsible manner.
- 12.** The Tutor shall act in a manner that upholds the reputation, trust, and academic integrity of the Institute and shall avoid any conduct that may adversely affect the interests of students, parents, or the Institute.