

FULL SPECTRUM TUTORING



We don't tell students what to do.

We teach them how to do it.

Information Pack

A Foreword From Our Director of Education

Full Spectrum Tutoring was established with the understanding that every student will have individual requirements that need to be met to improve themselves and their grades. I have personally taught thousands of students as a teacher and Head of Department for Mathematics with the Queensland Department of Education. This was an incredible experience in relation to teaching and learning and I wouldn't trade the knowledge gained for anything in the world.

These eight years working for Education Queensland allowed me to acquire a strong understanding of how each student learns, how the classroom environment works and how we can create the ideal learning environment and experience for every student. We started Full Spectrum Tutoring with the mindset that we could effectively influence and raise the standard of tutoring services by absolutely understanding the individual needs of each student before considering the best approach to pursue for that child's learning.

Full Spectrum Tutoring is unlike any competing educational organisation. I personally guarantee our team of driven, passionate educators who are effectively matched to each student to ensure the optimal enjoyment of their journey and the best results.

Our robust background in Queensland Education only gets stronger. Our standard of teachers are second to none by ensuring each and every teacher is a qualified registered teacher in the Queensland Education system or the private sector. As our slogan states: "We don't tell students what to do. We teach them how to do it." The first step begins during your initial consultation. Our independent and thorough assessment of your tutoring needs makes certain we both accurately understand the key issues that require addressing. From this point we can create a strong, structured plan of attack to not only address these concerns but also convert them into strengths to elevate each student beyond their own abilities and expectations.

Academic improvement is not all you should expect from us. We consistently receive feedback discussing personal, social, and behavioural improvements as a result of boosted student confidence. We encourage our students to work more efficiently, more effectively and more confidently. Our tools for success are continually applied in their future personal and professional endeavours.

I'm proud of our team of qualified teacher tutors and I am looking forward to all working with all of our students now and in the future.

At Full Spectrum Tutoring it is our belief that it is our role as educators to ensure that our students surpass their own expectations of what they believe they can accomplish.



Ben Maher

Director of Education & Founder

Master of Behavioural Psychology
Master of Education

Bachelor of Education
Diploma of Fitness



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Full Spectrum Tutoring is an individualised academic coaching company, aiming to empower our students to reach their full potential. We are proud members of the Australian Tutoring Association. Regardless of achievement level, every student will benefit from our teachers.

To achieve this, we have a robust team of current, registered and employed teachers working with either Education Queensland, Catholic Education or Independent Private Schools. Each member has a current and positive ‘Working with Children’ rating, as well as having undergone an extensive application, induction and training process.



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Individualised One-on-one Tutoring

Our team of tutors are all qualified teachers. This ensures our clients benefit from our up to date detailed knowledge of the curriculum and the best teaching methods. We understand that current schooling systems cater to a group understanding of knowledge. This doesn’t work when a student’s individual learning needs and learning styles aren’t matched.



Our programs focus on our student’s curriculum and exam schedule. We boost their weaknesses, before transferring them into strengths. Our teachers proudly deconstruct complex ideas and present them as simple, understandable concepts. This ensures each and every student has a comprehensive understanding of the complex content in the curriculum.

Each one-on-one session is focused around current classroom content, revision and exam preparation. This establishes a strong foundation for student learning and development into the future.



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Students are facing new kinds of distractions and deterrents from their learning as the world evolves. These range from extra curricular activities, sporting and physical engagements, to social media and gaming. Students are growing into an increasingly challenging environment wherein they must learn while managing their additional distractions.

Some students face trouble successfully managing their learning and lifestyle. As a parent, this can be hard to watch. Some of the signs your child is having a troubling time managing their school work are:

- Is your child falling behind in class?
- Is your child having difficulty grasping the fundamentals?
- Are their individual learning needs being met by their teachers?
- Are you having a tough time helping your child understand their assignment?
- Are you as a parent or carer worried about your child's education and future?

What Can Full Spectrum Tutoring Deliver?



Qualified, registered teachers



Improved social and behavioural skills



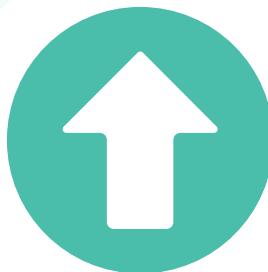
Comprehensive curriculum understanding



Refined decision making processes



Individualised tutoring plans



Boosted student confidence



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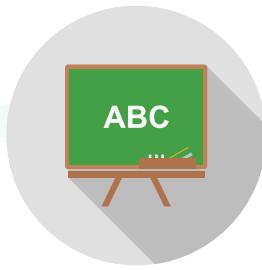
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We Already Know



Content & curriculum



How to teach & tutor
any type of student



How to identify gaps in
knowledge & address
them effectively



How to effectively set
goals for our students



How to maintain a
structured plan for success



Efficient & effective study
techniques for our students

With Full Spectrum Tutoring, you can be assured that your child will be comprehensively assessed against the **National Curriculum Outcomes** to determine where there are gaps in their knowledge and room for improvement. Our teaching team are specifically trained to identify these gaps and how to address them.

We teach students efficient and effective study methods to optimise their study time value and experience. With our individual study plans, we ensure our students needs are met while fitting within their commitments and lifestyles. With our individual study plans, tutoring sessions and study methods, we ensure students reach their full potential for success.



At Full Spectrum Tutoring we pride ourselves in the quality and commitment of our teaching staff. We are passionate about helping your child achieve the highest academic outcomes possible. Each and every teacher has a strong education background as well as additional qualifications and areas of expertise to ensure we can confidently and proudly teach your child and allow them to reach their full potential.

You Can Be Assured That All of Our Teachers

-  Are current, registered and employed teachers working with either Education Queensland, Catholic Education, Independent Private Schools, University Lecturers or private sector.
-  Have a current and positive ‘Working with Children’ rating.
-  Have undergone an extensive application, induction and training process.
-  Use lesson plans and teaching resources that have been specifically written and developed for Full Spectrum Tutoring. All resources are based on and reference the Australian National Curriculum.
-  Work in partnership with teachers and the Student Learning Management at Full Spectrum Tutoring to develop individual lessons for students.
-  Tutor students individually throughout Australia from Preparatory to Year 12, face-to-face or online.
-  Use ‘Brain Compatible Teaching Strategies’ throughout the teaching sessions.
-  Write tutoring session overviews.



Long Term Skills For Life Long Achievement



- 1** Students will learn how to implement goals. By setting goals and measuring their achievement students are able to see what they have done and what they are capable of.
- 2** Students will learn how to become independent learners. They will learn to take the initiative with their homework and will also learn how to control the learning pace.
- 3** Students will learn how to apply themselves both in and out of the school environment. We show students how to apply the skills they learn during their sessions to all subjects and many other tasks they may face.
- 4** Students will learn problem solving skills and how to overcome the obstacles and blocks they are facing particularly during exams.
- 5** Students will learn how to successfully create assignments of a high standard while fostering self-sufficiency and independent learning.



Long Term Skills For Life Long Achievement



6

Students will learn to develop invaluable social skills. Having the opportunity to converse about academic and social issues with their teacher can be a profound advantage to students providing them with the chance to enhance their social skills.

7

Students will learn in-exam strategies on how to tackle the test and the most effective way to work through it in high pressure situations.

8

Students will learn how to develop their own study program to prepare them for exams, at a pace that is best for their needs.

9

Students will learn self-discipline and what it takes to be independently successful. This builds a student's self-confidence in their ability to face unknown challenges rather than sticking to what they already know.

10

Students will learn how to prepare themselves for exams both physically and mentally.



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Parents are a critical component of their child's educational journey. Tutoring requires the strong commitment of parent, child and your Full Spectrum Tutoring teacher. With the full implementation of the responsibilities below, the tutoring session can bring out the best in your child.

Open Communication

It is important to ensure that optimal communication is maintained from the first session with your Full Spectrum Tutoring teacher. This can be done in person after each session via a quick debrief or via email or phone. We can inform you on how your child is progressing and if there are any concerns. Don't hesitate to voice your targeted goals with your Full Spectrum Tutoring teacher as constant communication will ensure the best outcome for your child.

Implement Homework

Just like in a school setting where a teacher gives the students activities, assignments and projects, our Full Spectrum Tutoring teachers provide various homework that your child is expected to read, review and apply on given assignments. As a parent, it is your responsibility to follow through with your child's learning progress while at home.



Reward Effort

It is important to ensure that effort is rewarded over achievement. When we adjust our focus and reward effort rather than an overall grade, you will see a change in their motivation and grade improvement will follow.

Cooperation

The success of a tutoring session is also heavily dependent on your child's cooperation. It is beneficial for all to prepare your child's mindset that he or she needs to fully commit and stay focused on throughout the tutoring sessions.

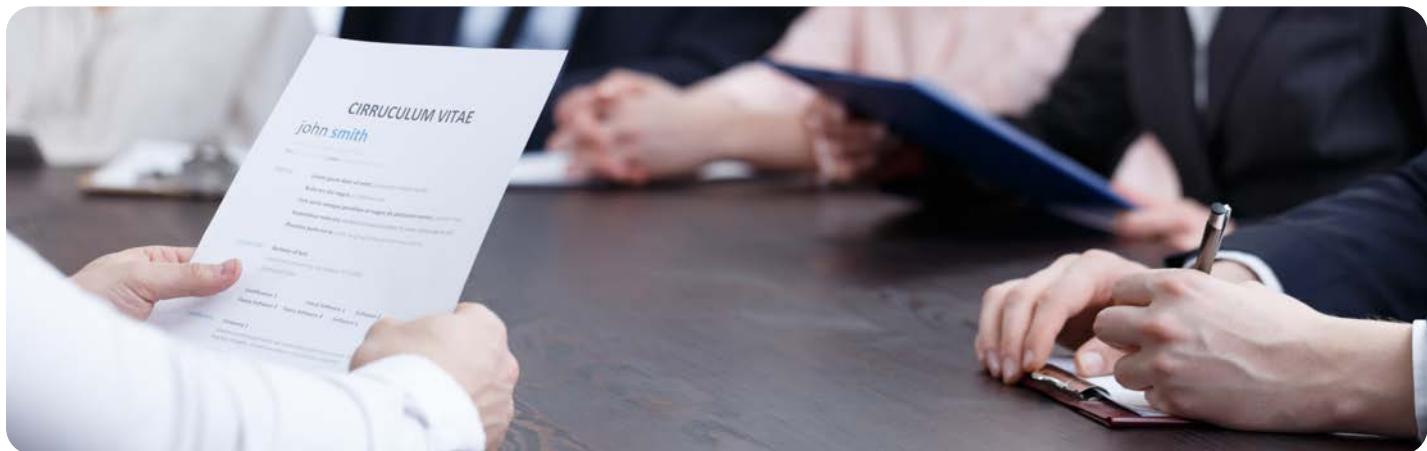
Poor Performance

If your child does not perform as well on an exam as you had hoped, there can be many factors at play. Do not assume that it is solely the Full Spectrum Tutoring teacher's fault and stop your tutoring program altogether. Generally, our students join our program with poor academic and study habits which take time to break. It is our Full Spectrum Tutoring teacher's job to work with your child and recognise their failures and teach them how to utilise this for further academic development. However, if you believe your Full Spectrum Tutoring teacher has underperformed, please speak with management and we can assist you.

Results Are Not Always Seen Overnight

Every student is individual and requires a different learning approach to assist them in improving. We have had students who have progressed quickly through our program and achieved amazing results and we have had many students take years to achieve the same level of improvements. Many factors come into play such as the number of tutoring sessions and consistency. It is also important to acknowledge improvement in other areas. Is your child gaining skills in planning and prioritising? Are you seeing a difference in their study routine? What positive changes are you noticing? All of these actions help your child become a stronger student. By understanding this and being realistic, it will relieve the pressure off yourself, your child and your Full Spectrum Tutoring teacher.





Quality Assurance of Our Teaching Team

Here at Full Spectrum Tutoring we are an educational organisation that prides itself on not only improving student outcomes but developing our students so that they have the soft skills necessary to enter the real world.

We achieve this by ensuring that when selecting our teachers to employ that all of our teaching team are Queensland College of Teachers registered educators that are currently employed by Education Queensland, Catholic Education or the private schooling sector.

How We Recruit

We recruit our teachers by providing valuable educational programs that allow teachers the opportunity to progress student learning in a way that is enjoyable for them as educational professionals.

Our ethos is directly focused on employing teachers that have the desire and passion to make their priority and focus the student's well-being and their learning improvement above any other consideration.

For this reason, our recruitment process is all about employing teachers who have the capacity to guide student learning, improve their students social and emotional well-being, in conjunction with ensuring that their academic grades improve steadily. As their curricular skills develop, this enhances their capability to interact with the curriculum content that is being explored during the tutorial lessons with our Full Spectrum Tutoring teacher.



Professional Accountability and How We Train Our Team

As an educational institution it is our responsibility to ensure that our team of educators are current teachers registered with the Queensland College of Teachers and have passed their provisional registration which demonstrates a commitment to the teaching and learning of students over a significant amount of time in Queensland schools.

Our teaching team are teachers that work full time for Education Queensland, Catholic Education or the private education system. As a company that is at the forefront of the developments in the education industry, it is of paramount importance that we ensure that our educators are currently teaching daily in the Education Queensland system.

As an educational organisation that only employs current registered and practising teachers we have the assurance that our teaching team have completed approximately 30 hours of professional development per year as a requirement to keep their teaching registration current in the state of Queensland.

Continual Growth and Development

It is our vision as an educational institution to be helping tens of thousands even millions of students across Australia. For the foreseeable future we will be aiding the students across Queensland to achieve outcomes that will ensure that, as young learners who are making their way in the world, they develop skills to become confident young individuals that enter the world after school as well-balanced members of society.

To ensure continual growth and development of our educational team, we advertise and search for self-motivated, proficient teachers that are passionate about driving student learning. This is for the purpose of achieving student outcomes that will not only benefit our students in the short term but provide them with the opportunity to be given new found skills for the long term, making them capable of being motivated individuals who enter the world after school ready to take the step toward university or full-time work.





Summary of Results

At Full Spectrum Tutoring we have been blessed with a team that is focused on improving student outcomes with passion and commitment to their role as educators.

The teaching team here at Full Spectrum Tutoring primary focus when scaffolding the process of teaching and learning is to ensure that all of our students not only improve but enjoy their learning experiences with our teachers.



We are an educational institution that prides itself on student improvement, whether it be with a student's academic skills or their social and emotional skills. We have had the capacity to enhance all our student's abilities in the past three years that we have been in business. As an organisation that is constantly looking to be at the forefront of developments in the educational landscape we are evolving as an educational team. This is so our students can benefit from our diverse range of educators that are guiding student learning with the current and relevant pedagogical information provided to us by Education Queensland and the Queensland Curriculum and Assessment Authority.



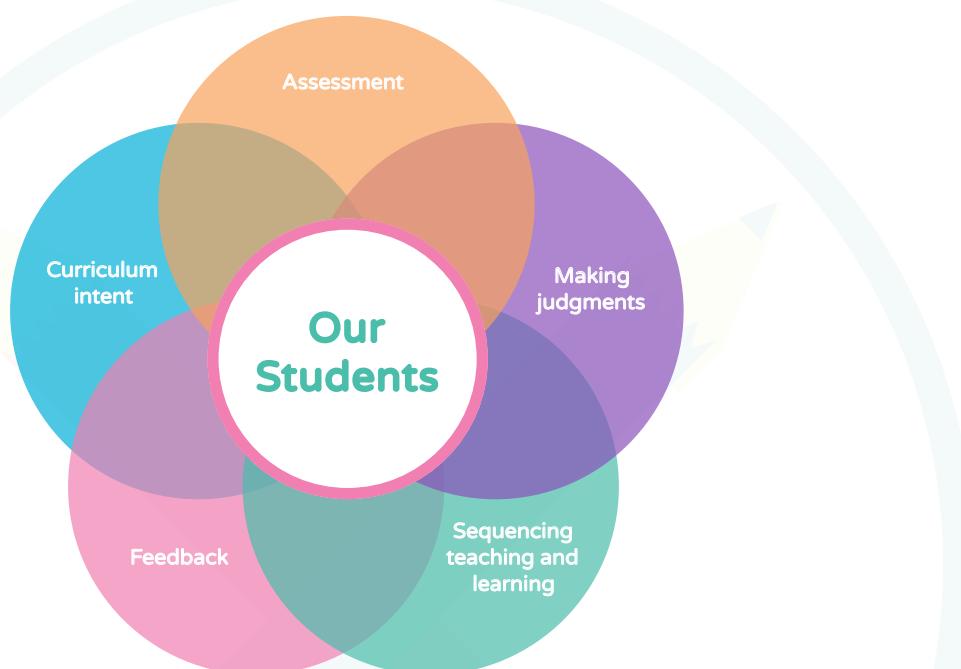
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The Full Spectrum Tutoring Program

Here at Full Spectrum we are about catering for a diverse range of learners. To achieve this, we need to ensure that our program has incorporated into it the five dimensions of learning¹ which are crucial to any student being successful.



Our lessons are structured using the pedagogical framework of Dr Anita Archer.² The Explicit Instruction model is used across the vast majority of Queensland school's day in and day out from early primary right through to senior secondary as the process for which teachers are to deliver the content in the classroom

Student Materials

To get the most out of our program, our students need to be prepared. We highly advise:

- Exercise book (Grid book for Mathematics – traditional lined book for all other key learning areas)
- Plastic sleeve folder
- Key Learning Area – Unit Plan
- Casio - FX 82 Calculator (Mathematics Calculator)
- Pens and pencils
- Eraser/whiteout tape
- Ruler



Our Explicit Instruction Model

Every student and their lesson will be different to cater to their individual needs. Our outlines are the outcome of current research. Research indicates that Explicit Instruction (or Direct Teaching) is a highly effective teaching strategy, particularly when students need to acquire new knowledge or skills. Here at Full Spectrum Tutoring we utilise the Explicit Instruction model by Dr. Anita L. Archer and Charles A. Hughes. Featured in Explicit Instruction: Effective and Efficient Teaching.²

Lesson Introduction

Define concept / skill to be taught
State purpose and goal of a lesson
WALT - “We Are Learning To...”
WILF - “What I’m Looking For Is...”

Warm Up

Review prerequisite skills and knowledge
Revise or make connections to previous related work
Quick and focused, a few examples or checking for errors

I DO - Teacher Explicit Teaching & Modelling of Concept / Skill

Define concept / skill to be taught
Explicitly model skill / strategy to be taught, demonstrating and describing verbalising thought processes using concise “think-alouds”
Break down into clearly defined steps

WE DO Guided Practice

Students provided with prompts / scaffolds as they work all through work class examples
Several opportunities given for students to practise
Scaffolds gradually withdrawn to develop student independence

YOU DO - Student Independent Practice

Students perform skill / strategy that was modelled - individual activities that every child should be able to do independently
Teacher constantly CFU and providing individual feedback

Review

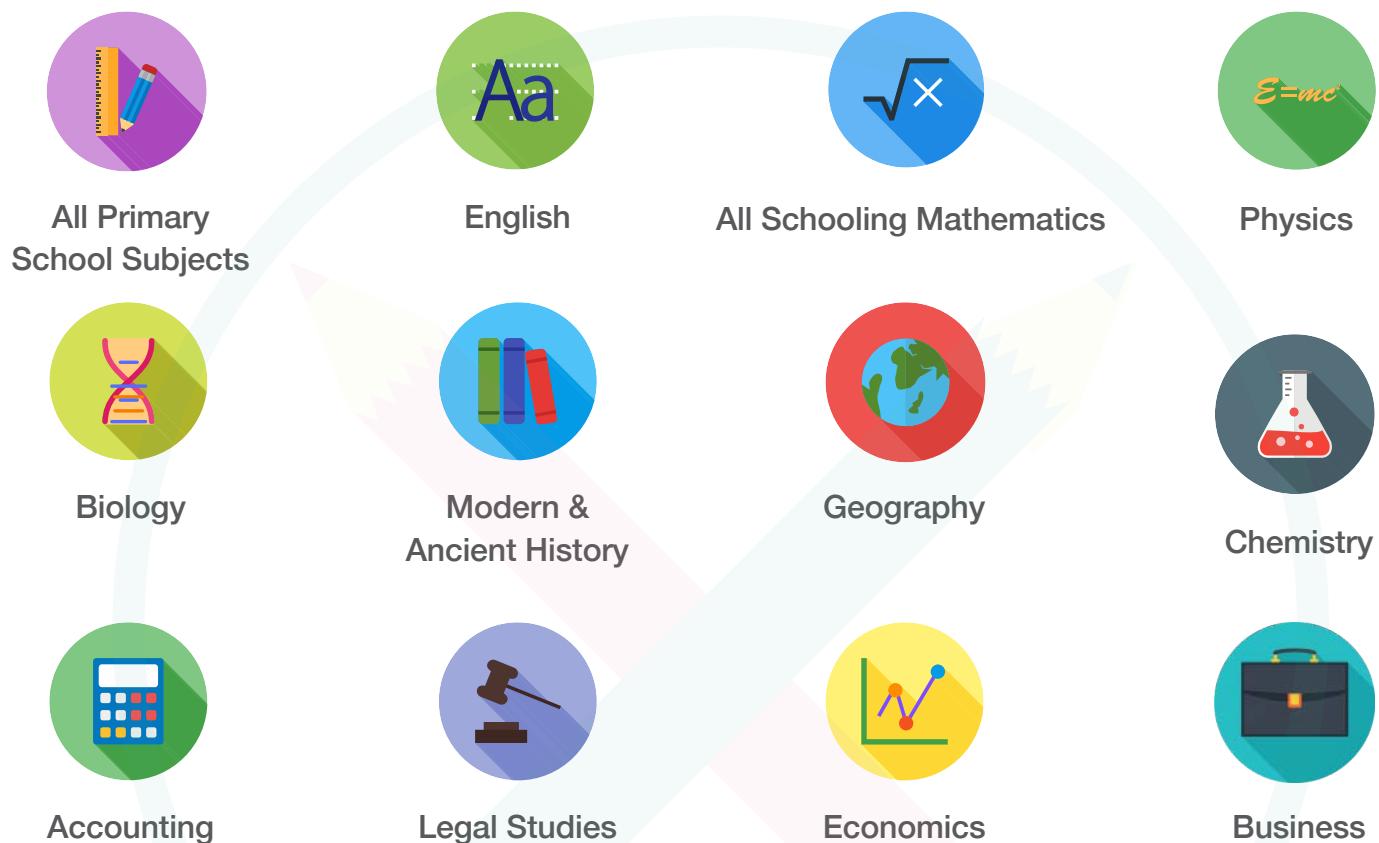
Check for understanding - Ensure every child understands skill / concept

Throughout the Lesson

Checking for Understanding (CFU) needs to occur throughout
Feedback: Providing immediate affirmative and corrective feedback to students
Feedback should be specific and timely, not just praise



At Full Spectrum Tutoring we pride ourselves on being able to teach any subject within the primary and secondary school curriculum as well as university, TAFE and adult education. We do our best to offer tutoring in individual areas of study that aren't listed here. If you're looking for tutoring outside of our core subjects, get in touch. We primarily focus on:



Languages We Teach



Where We Teach

Full Spectrum Tutoring is located across all suburbs of Brisbane, Sunshine Coast and Gold Coast as we come to you. Our sessions take place in the convenience of your home, or at an agreed location with your Full Spectrum Tutoring teacher at a time convenient to you.

Initial Consultation / Phone Call

Following your enquiry, you will receive a phone call from our Director of Education, Ben Maher, to discuss your child's specific learning needs and schedule your in-home consultation.

In Home Consultation and Results Review

Ben will spend 30-45 minutes with your child and 15-30 minutes discussing the results with you. He will identify their strength and growth areas, as well as their preferred learning styles.

Booking Confirmation

At the conclusion of your consultation, you will have the opportunity to confirm your booking and a teacher will be assigned to your child based on their learning needs. Your teacher will contact you to schedule your child's tutoring sessions at a mutually agreeable time.

Individualised Learning Plan

Once your booking has been confirmed, your teacher will work with your child to develop a learning program in conjunction with the current school curriculum and based on their individual needs.

Regular Weekly Lessons

Your child's teacher will work with them on a regular basis to implement your child's learning program.



One-on-one Tutoring Rates

| Service | 1 Hour | 2 Hours | Term - 2 Hours per week | Upfront Term Discount** |
|---------|--------|---------|-------------------------|-------------------------|
| Price* | \$70 | \$140 | \$1400 | \$1330 |

*For University, TAFE, and Prevocational course tutoring, please contact us for a tailored pricing plan.

**5% upfront term discount is valid when payment is received in advance for 10 x 2 hour tutoring sessions at the beginning of the school term.

Payment Structure

Full Spectrum Tutoring offers two payment options:

1. Upfront Discount Packages

Receive a 5% discount for 10 weeks or more (20 hours/2 sessions per week). If you choose this option, you will be emailed an invoice which is to be paid before your first session. This can be paid via direct debit into our account.

2. Weekly Direct Debit

We offer weekly direct debit through IntegraPay. If you choose this option, this will be set up at the time of your first consultation. This can be set up to charge your bank account directly or a credit card. Please note that credit cards incur transaction fees – Visa/Mastercard 1.98%, American Express 3.85%. We can organise payments to come out on a day that suits you. If you choose to utilise our school holiday tutoring, direct debits will continue throughout those weeks. If not, all direct debit payments will be suspended and recommence in the first week of the following term.



DECLINED Payment and Associated Fees

If your payment is declined, then you will be notified and charged a \$4.40 transaction dishonour fee.

Payment for Initial Consult With Our Director of Education

Payment is required at the completion of your consultation via our secure credit card payment system.

Program Structure: Weeks 1-10 of each school term

Our Tutoring program works at its best when all sessions are successfully completed. To ensure your child receives the optimal benefit from our tutoring program, all sessions are to be completed on a weekly basis from weeks 1-10. If you cancel or reschedule a session, it is up to you to book this with your Full Spectrum Tutoring teacher as soon as possible to ensure no components of the program are missed. No refunds are given on sessions that are not completed unless there are extenuating circumstances.



How Do I Make a Booking?

All booking can be made by calling or emailing Full Spectrum Tutoring. Our team will assist you with any questions you may have. After your initial session with Ben Maher, all future sessions can be arranged over the phone or in person directly with your personalised teacher.

What Do I Need To Bring?

- Exercise book (Grid book for Mathematics – traditional lined book for all other key learning areas)
- Plastic sleeve folder
- Key Learning Area – Unit Plan
- Casio - FX 82 Calculator (Mathematics Calculator)
- Pens and pencils
- Eraser/whiteout tape
- Ruler

Who Do I Inform If I Want to Cancel or Reschedule a Session?

To cancel or reschedule a session, please contact your Full Spectrum Tutoring teacher directly and they will assist you. If you cannot schedule a new time due to conflicting schedules, simply send us a quick email to info@fullspectrumbtutoring.com.au and we will do our best to find a resolution.

How Do I Find out What's Left on My Discounted Package?

Please speak with your Full Spectrum Tutoring teacher or contact us at info@fullspectrumbtutoring.com.au.

References

- 1: Education Queensland. <https://ormeau.eq.edu.au/Curriculum/Pages/Curriculum.aspx>
- 2: Archer, A. and Hughes, C. (2011). Explicit instruction. New York: Guilford Press.

