



Contacting the team

Each Tute department is always on hand to help

To help you reach the right person, please use the following contact details, quoting any reference ID that you may have

Tute HQ address

Tute Education Ltd, 11 Ellice Way, Edison Court, Wrexham, LL13 7YT

Telephone

 0330 330 9751

Safeguarding

Vanessa Leach
Designated Safeguarding Lead

Rob Hughes
Deputy Designated Safeguarding Lead

 safeguarding@tute.com

Partner Success

e.g. advice and consultation, help with completing booking form, quality issues, continue provision etc

 Your account manager: firstname.lastname@tute.com

[Click here >](#)

Making a booking

e.g. sending in a booking form

 booking.form@tute.com

Admin queries

e.g. scheduling, absence, reporting, timetable queries, login credentials etc


 admin.support@tute.com

 0330 330 9751 (option 2)

IT queries

e.g. issue with connection, testing, firewalls, equipment

 support@tute.zendesk.com

 0330 330 9751 (option 1)

Finance queries

e.g. payment, invoicing, POs, balance queries, remittance advice

 finance@tute.com

New partners

e.g. enquiries about new products, subjects etc.
Feel free to contact your usual Tute contact!

 info@tute.com

 0330 330 9751 (option 3)

Compliance queries

e.g. policies, DBS queries, reference requests, letter of assurance, insurance documents, audit information, NDAs, terms and conditions

 compliance@tute.com