Tutoring lesson plan template

One session page and a package roadmap · Free template · 2026

A tutoring lesson plan is not a classroom form. Start from the last session's exit check, write one objective for today, and sit that session inside a short package roadmap (5, 10, or 20 sessions) leading to a goal. Fill in the blanks. Examples later in this file are fictional and labeled.

This is a planning document, not a progress report and not a contract. Keep a copy in Google Docs, Notion, or a printed folder next to your calendar. TutorFluid handles booking, prepaid packages, payment, lesson links, and reminders around the session; this file is for the plan itself.

Session plan (one page)

Use one copy per lesson. "Session number" is the place in the package (for example, 3 of 10).

Student	
Subject / topic	
Goal for the package	
Session number	
Date and length	
Last exit-check result	
Today's one objective	
Warm-up / retrieval	
Teach (I do / we do)	
Practice (you do)	
Exit check (2–3 items)	
Homework	
Notes for next time	
Parent update line	

Package roadmap

Plan the package first, then fill a session page for each lesson. Session 1 is a diagnostic. Put a mid-package check in the middle (session 3 of 5, 5 of 10, or 10 of 20). The last session is a re-assessment and a renewal conversation. These sizes match how some booking tools sell prepaid packages (5, 10, or 20 sessions); they are not a national average.

5-session roadmap

Session	Focus	Check / milestone	Notes
1		Diagnostic / baseline	
2			
3		Mid-package check	
4			
5		Re-assessment and renewal conversation	

10-session roadmap

Session	Focus	Check / milestone	Notes
1		Diagnostic / baseline	
2			
3			
4			
5		Mid-package check	
6			
7			
8			
9			
10		Re-assessment and renewal conversation	

20-session roadmap

Session	Focus	Check / milestone	Notes
1		Diagnostic / baseline	
2			
3			
4			
5			
6			
7			
8			
9			
10		Mid-package check	
11			
12			
13			
14			
15			
16			
17			
18			
19			
20		Re-assessment and renewal conversation	

Filled examples (fictional)

The names, goals, and session notes below are invented for illustration. They are not real students and not recommended prices or score promises.

Example A — 5th-grade math (fractions), session 3 of 10

Student	Maya Chen (fictional)
Subject / topic	5th-grade math — fractions
Goal for the package	Add and subtract fractions with unlike denominators independently by the end of a 10-session package
Session number	3 of 10
Date and length	Tuesday, 60 minutes (example)
Last exit-check result	2 of 3 items correct; mixed up 1/2 + 1/3 (added denominators)
Today's one objective	Find a common denominator and add two proper fractions (up to twelfths)
Warm-up / retrieval	Two retrieval items from session 2: equivalent fractions 2/4 = ?/8 and 3/5 = ?/10 (about 8 minutes)
Teach (I do / we do)	Model one unlike-denominator addition (I do), then complete one together (we do), naming the common-denominator step aloud
Practice (you do)	Four practice items, last one a word problem; student works the last two independently
Exit check (2–3 items)	1) 1/4 + 1/6 2) 2/5 + 1/10 3) Why can you not add the denominators?
Homework	Three textbook-style items of the same type (not a new skill)
Notes for next time	If today's exit is solid, introduce mixed numbers in session 4. If item 1 is still missed, stay on common denominators.
Parent update line	We practiced adding unlike denominators; homework is three similar problems. I'll send a short update after session 4.

Example B — SAT Reading, session 5 of 10 (mid-package check)

This is a planning example only. It is not a score-gain claim or a recommended number of hours.

Student	Luis Ortega (fictional)
Subject / topic	SAT Reading and Writing — Craft and Structure
Goal for the package	Use evidence and vocabulary-in-context strategies consistently before a published SAT date
Session number	5 of 10 (mid-package check)
Date and length	Saturday, 60 minutes (example)

Last exit-check result	Missed two vocabulary-in-context items; evidence items were stronger
Today's one objective	On a short mid-package set, apply the same evidence and vocab-in-context routine used in sessions 2–4, and note which item type still needs work
Warm-up / retrieval	Three previously missed item stems, answers covered (retrieval, about 8 minutes)
Teach (I do / we do)	Re-model the vocab-in-context routine on one new item (I do / we do)
Practice (you do)	A short timed set (you do); mark item types, not a predicted score
Exit check (2–3 items)	2 vocab-in-context + 1 evidence item; student explains the routine in one sentence
Homework	One official practice passage cluster, untimed, with item-type labels
Notes for next time	If vocab-in-context is still the miss, spend sessions 6–7 there. If not, move to Expression of Ideas.
Parent update line	Mid-package check today focused on item types, not a score prediction. I'll share which skill we will emphasize next.

Example C — beginner piano, session 1 of 5 (diagnostic)

Student	Ava Brooks (fictional)
Subject / topic	Beginner piano — five-finger patterns and reading
Goal for the package	Play a short five-finger piece hands together with a steady pulse by the end of a 5-session package
Session number	1 of 5 (diagnostic)
Date and length	Thursday, 45 minutes (example)
Last exit-check result	First session — no prior exit check
Today's one objective	Establish a baseline: posture, right-hand five-finger pattern, and which notes she can name on the staff
Warm-up / retrieval	Listen back: can she clap a steady beat and copy a two-bar rhythm? (about 5 minutes)
Teach (I do / we do)	Show bench height and hand shape; model a right-hand C five-finger pattern (I do / we do)
Practice (you do)	Student plays the pattern four times; then names four notes on the staff (you do)
Exit check (2–3 items)	1) Play C–G ascending, steadily 2) Name three written notes 3) Repeat a two-bar clapped rhythm
Homework	Five minutes of the five-finger pattern on the days between lessons
Notes for next time	Baseline: strong beat, uncertain note names below the

	staff. Session 2: add left hand separately if posture holds.
Parent update line	Today was a baseline session. Practice is five minutes of the right-hand pattern; I'll outline the 5-session plan next time.

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