

Booking and consent form

Learning Needs Assessment

Please fill in your details, read the terms from page 3, then tick and sign on page 2.

1 Your details

Parent or carer's name			
Email		Telephone	
Child's name			
Preferred pronouns			
Date of birth		Age	
Home address			
School name and address			
School year (NCY)		SENDCo's name	
SENDCo's email or telephone			

2 Anything I should know?

For example, your child's health, any other needs or diagnoses, or anything that helps them feel at ease.

3 Consent

Please tick each box you agree to.

- ☐ I explicitly consent to Yorkshire Wolds Dyslexia Service collecting, processing and securely storing sensitive personal information about my child's learning profile, educational history and performance during the assessment.
- ☐ I consent to Natalie discussing my child's assessment report with teaching staff or the SENDCo.
- ☐ I consent to Natalie sharing the assessment report with the school SENDCo.
- ☐ I would like the assessment to start within the 14-day cancellation period. I understand that if I then cancel, I will pay for anything already delivered.
- ☐ I have read and agree to the terms and conditions (version 1.1, 26 September 2026), from page 3 of this form.

4 Signature

Print name

Signature

Date

Terms and conditions: Learning Needs Assessment

Yorkshire Wolds Dyslexia Service · Version 1.1, 26 September 2026 · The full terms for all services are at yorkshirewoldsdyslexiaservice.co.uk/terms

These terms explain how booking, paying for and working with Yorkshire Wolds Dyslexia Service works.

Yorkshire Wolds Dyslexia Service is run by me, Natalie Fisher, in Pocklington, East Yorkshire. You can contact me at natalie@ywds.co.uk.

For everyone

These apply whichever service you book.

Our agreement

- Our agreement starts when you return the signed booking and consent form and I confirm a date for the assessment or the first session.
- The agreement is between me and the parent or carer who signs the form.
- Work for schools, such as staff consultancy and training, is agreed separately with the school in writing.

Paying

- All fees are paid by bank transfer. I will send you an invoice with the bank details.
- If a payment is not made, sessions will not go ahead until it is.
- I may change my prices. I will give you at least one month's notice, and a price change never applies to a block you have already paid for.

Your right to cancel in the first 14 days

- You have 14 days from the start of our agreement to cancel it for any reason. You will get a full refund of anything you have paid.
- If you would like the assessment or sessions to start within those 14 days, please tick the box on the booking form. If you then cancel within the 14 days, you pay only for what has already been delivered.
- To cancel, email me at natalie@ywds.co.uk. I will refund you within 14 days.

If I need to cancel

- If I have to cancel an assessment or a session, for example because I am ill, I will tell you as soon as I can.
- You will not be charged for it. I will offer you a rearranged date or a refund, whichever you prefer.

Safeguarding

- I hold an enhanced DBS certificate and am on the DBS Update Service.
- If I am worried about a child's safety or wellbeing, I will follow safeguarding procedures. This may mean sharing information with the school's Designated Safeguarding Lead or children's services, sometimes without asking you first, where the law requires it.

Your information

- I look after your and your child's information in line with UK data protection law (UK GDPR).

- Records are kept in secure, password-protected cloud storage. I keep them for six years after I last work with your family, then securely destroy them.
- The [privacy notice](#) explains what I collect, why, and your rights.

Insurance and liability

- I hold professional indemnity insurance.
- I am not responsible for losses that could not reasonably have been foreseen when we made our agreement.
- Nothing in these terms limits my responsibility for death or personal injury caused by my negligence, or anything else that the law does not allow me to limit. These terms do not affect your legal rights as a consumer.

Complaints

- If you are unhappy with any part of my service, please tell me first so I can put it right. Email natalie@ywds.co.uk and I will reply within 14 days.

Changes to these terms

- I may update these terms from time to time. If I do, I will tell you before the change applies to you. It will not apply to a block of sessions you have already paid for.
- These terms are governed by the law of England and Wales.

Learning Needs Assessments

What the assessment is

- For children aged 6 to 16: a battery of standardised tests, taking about two hours, that pinpoints your child's strengths and areas for development.
- Assessments can take place in school or at another agreed place.

Fees

- £300. You can pay in full, or in two instalments of £150: the first before the information-gathering process begins, and the second before I share the final report.

Cancelling or arriving late

- Please give me at least **48 hours' notice** if your child can't attend their assessment, and I will rearrange it. With less than 48 hours' notice, there is a charge of **£100** to cover the lost appointment.
- If an assessment outside school starts late because you arrive late, there is a charge of **£10 for every 15 minutes** it is delayed. This does not apply to assessments in school.

The report

- I send you a written report within two weeks of the assessment.
- The report is not a diagnosis of dyslexia, but it will give you an indication of whether dyslexia is likely.
- The report is for you and your child. I will only share it with your child's school, or discuss it with school staff, if you have given permission on the booking form.
- You are welcome to share the report with anyone you choose, such as your child's school or GP.