

# Terms & Conditions

Nadine Hutchinson Dyslexia Assessment & Support

## 1. Service Overview

Nadine Hutchinson Dyslexia Assessment & Support provides specialist dyslexia assessments, dyslexia screening consultation and educational consultancy for children and young people.

The service agreed will be confirmed at the time of booking.

## Full Diagnostic Dyslexia Assessment

A full diagnostic dyslexia assessment may include:

- Review of background, developmental and educational information
- Information from parents, carers and, where available, school
- Standardised assessment tasks
- Professional observations
- Analysis and interpretation of results
- A detailed written diagnostic report
- A feedback meeting to explain findings and recommendations
- A school meeting to explain findings and agree next steps, if requested

A full diagnostic assessment can consider whether dyslexia is present, based on the evidence gathered.

## Dyslexia Screening Consultation

A dyslexia screening consultation may include:

- A discovery phone call
- Parent/carers questionnaire
- An approximately 1-hour screening session
- A feedback call
- A one-page summary profile with guidance, next steps and practical strategies

A dyslexia screening consultation is **not** a full diagnostic dyslexia assessment and cannot provide a formal diagnosis of dyslexia. It is designed to give parents/carers a clearer understanding of their child's learning profile and whether dyslexic-type difficulties may be present.

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## 2. Fees

The current fees are:

- Full Diagnostic Dyslexia Assessment: **£600**
- Dyslexia Screening Consultation: **£99**

Fees include the agreed assessment or screening session, scoring, analysis, preparation of the written report or summary profile, and feedback meeting/call.

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### **3. Payment Terms**

#### **Full Diagnostic Dyslexia Assessment**

A non-refundable deposit of £300 is required to secure the assessment booking.

The remaining £300 balance is payable before the written report is released and before the feedback meeting takes place.

The final report will not be issued until full payment has been received.

#### **Dyslexia Screening Consultation**

The full fee of £99 is payable at the time of booking to secure the appointment.

The one-page summary profile is included in the screening costs.

Payment details will be provided at the time of booking.

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### **4. Cancellations and Rescheduling**

#### **Cancellation by Parent/Guardian**

- If you need to reschedule, please give as much notice as possible.
- If you cancel before the scheduled assessment date, your deposit may be transferred to a new date, subject to availability.
- If cancellation occurs after the assessment has taken place, the remaining balance remains payable.
- If your child is unwell or unable to engage on the day, the session may need to be rearranged. This will be discussed on an individual basis.

#### **Cancellation by the Assessor**

In the unlikely event that Nadine Hutchinson needs to cancel the assessment or screening (e.g. illness or emergency), an alternative date will be offered. If this is not suitable, any payment made will be refunded in full.

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### **5. Reports and Summary Profiles**

For a full diagnostic dyslexia assessment, a detailed written report will be produced.

For a dyslexia screening consultation, a shorter one-page summary profile will be produced.

Reports and summary profiles are based on the information available and the child's presentation at the time of assessment or screening.

The parent/carer is responsible for sharing the report or summary profile with school or other professionals, unless explicit written consent has been given for Nadine Hutchinson to share it directly.

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## **6. Confidentiality**

All information gathered during the assessment or screening process will be treated as confidential and handled in accordance with UK GDPR and the Privacy Notice provided.

Reports will only be shared with third parties (e.g. schools) with explicit written consent, unless required by law or safeguarding obligations.

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## **7. Safeguarding**

Nadine Hutchinson has a professional duty to follow safeguarding procedures.

If concerns arise regarding a child's safety or wellbeing, relevant information may be shared with appropriate authorities in line with safeguarding legislation and professional responsibilities.

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## **8. Professional Standards**

Assessments and screening consultations are carried out with care and professional judgement.

Recommendations are based on the evidence gathered at the time of assessment or screening.

A full diagnostic assessment reflects your child's profile at the time of testing and does not guarantee access to specific school provisions, examination access arrangements or other support, as these decisions rest with schools, examination boards or other relevant institutions.

A dyslexia screening consultation does not provide a diagnosis and should not be used as evidence for examination access arrangements or Disabled Students' Allowance.

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## 9. Limitation of Liability

While every care is taken to ensure accuracy and professionalism, Nadine Hutchinson shall not be held liable for decisions made by third parties (including schools, local authorities, or examination boards) based on the assessment report or screening summary profile.

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## 10. Agreement

By making a payment, you confirm that you:

- Agree to these Terms & Conditions
  - Understand the payment structure
  - Accept the cancellation and rescheduling policy
  - Understand the difference between a full diagnostic assessment and a dyslexia screening consultation.
  - Understand that a dyslexia screening consultation cannot provide a formal diagnosis of dyslexia.
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Parent/Guardian Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_