

Booking form

Please complete the form and post to Access Education, 1 Whitby Road, Milford on Sea, Hampshire SO41 0NE. If you need help to fill out this form, please ring us on 0207 183 6276 or 01590 643440.

Your Name

Name of person to be assessed

Home Address of person to be assessed

County

Postcode

Telephone Number (Day)

(Evening)

Email

I prefer to be contacted by

Telephone

Email

Post

If company funded,
please provide company name,
contact (e.g. HR Manager) address, tel

Appointments

Once the booking form and background history form are received, the appointment will be secured. We will contact you to arrange a suitable time and date for the appointment.

Cancelling an Appointment

If a client cannot attend a scheduled appointment, we ask that they call to cancel at least 24 hours in advance. Missed appointments for reasons other than emergencies will be billed at the full rate.

Cancelling Tutorials

One term's notice is required (or one term's fees in lieu of notice).

Urgent Reports

If a report is needed urgently, (within 5 days), this can be arranged at a modest extra cost.

Lost Reports

If clients have lost their reports, these can be copied, re-signed and sent to you at a cost of £15.

Allergies (Atopia)

These can often be a problem for many people we see at the Centre. Can we ask that you bear this in mind and refrain from using perfumed sprays or hair gels etc on the day of testing of if attending tutorials. We use only natural products within the Centre; no 'plug-in' chemical air fresheners or spray polishes.

Thank you in advance for your consideration and co-operation.

Where would you like the assessment?

- I would like a Comprehensive Educational Assessment **in my home / workplace - cost £420**
Please note appointment times may vary slightly depending on traffic conditions.
- I would like a Comprehensive Educational Assessment at the **Access Education Centre in Milford on Sea, Hants - cost £370**
- I would like a Dyslexia Screening Test (with no written report) **in my home / workplace - cost £250**
Please note appointment times may vary slightly depending on traffic conditions.
- I would like a Dyslexia Screening Test (with no written report) at the **Access Education Centre in Milford on Sea, Hants - cost £175**

Optional extra

- I would like the report produced in less than five days - **cost £75**
(our standard time to produce a report is within 10 working days of the assessment)

What you need to do next

- Complete and send the child / adult background history form (as appropriate)
- Post us copies of any prior relevant assessments
- If requesting a home / workplace visit, please enclose local directions

If you have any concerns regarding dyslexia, we are here to help
Call us on 0207 183 6276 or 01590 643440

