

Terms and Conditions

Fees

Standard Assessment and Short Report – £250

Includes case history, formal assessment (60–90 minutes), verbal feedback, and a summary report outlining results and therapeutic aims.

Standard Assessment Without Report – £150

As above, but without a written report. Verbal feedback only.

Complex Assessment and Detailed Report – £450

In more complex cases (e.g. for EHCP applications), assessments may require extended assessment and additional observations in educational settings.

Accurate diagnosis is essential for planning effective therapy. My assessments are objective and based on standardised tools where these are used. While the results may not always align with parent/carer expectations, they are clinically informed. Please note, therapy is usually effective but outcomes cannot be guaranteed.

Standard Therapy Session – £85

A standard therapy session lasts 45 minutes, including direct work with the child and time spent with parents/carers/teachers for feedback and strategy-sharing.

Sessions may be in-person or via teletherapy. The fee includes preparation time and liaison with professionals as appropriate. If your child does not engage with the session, it is not refundable.

For home visits, a parent or caregiver must be present. Active involvement is encouraged to support generalisation of skills.

Therapy is typically offered in pre-agreed blocks. The number of sessions required will be reviewed with you at regular intervals. Parents may withdraw from therapy at any time (one week's notice appreciated). Likewise, I will advise if therapy appears ineffective.

School/Nursery Visits – £110

One-hour visit including observation, staff liaison, strategy modelling, and brief written notes with recommendations. Parental agreement is required prior to any school/nursery visit.

Regular in-school therapy is charged at the standard therapy session rate. Parents are responsible for ensuring therapy materials are returned to school and for informing me if the child will be absent.

Parents are encouraged to attend school-based sessions where possible, subject to school approval.

Alternatively, progress may be discussed via phone or Zoom (by appointment).

Letters, Reports, and Treatment Programmes

- Additional documents (beyond the initial assessment report): £110/hour (pro rata)

- Medical insurer updates: £70

- Phone calls over 15 minutes may be charged at the therapist's discretion (clients will be informed in advance).

Meetings (e.g. Case Conferences, Multi-Disciplinary Teams)

- First hour (or part thereof): **£110**

- Additional time charged pro rata if required.

Training

Talks, workshops, and training sessions for parents/professionals:

- **£110/hour**, plus preparation and materials time charged at the same rate.

Travel



- Travel within 15 minutes of Surbiton: Included
- Additional travel: £10 per 15 minutes
- Parking charged at cost.

Payment Terms

Fees for initial assessments are payable upon receipt of invoice. Reports will be released once payment is received.

Therapy sessions are invoiced monthly in advance. Payment is due within 10 days of invoice. Late payments may incur a 10% administration fee. Consistently late payment may result in discharge from therapy.

Invoices may be sent directly to private medical insurers. Parents are responsible for any shortfall not covered by their policy.

Fees are reviewed every six months. Changes will be communicated with a minimum of 6 weeks' notice.

Cancellations

Cancellations made with at least 48 hours' notice are not charged. If within these terms, a credit or refund will be issued.

Sessions may be cancelled by 8:00am on the day of the session in the event of illness or emergency. Cancellations after this time will be charged in full.

I try to keep all appointments but no liability can be accepted for inconvenience/expense if unforeseen circumstances mean arrangements have to be cancelled or changed. In the event that I must cancel a session, no charge will be made. Missed sessions cannot be rescheduled.

Liaison and Professional Collaboration

Effective communication with all professionals involved in your child's care is vital.

All reports and written materials will be sent directly to parents/carers. It is the parent/carer's responsibility to distribute these to schools, medical professionals, or others as needed.

Collaborative working with NHS therapists and other professionals is strongly encouraged, with your consent. This helps maximise the child's progress across settings.

Safeguarding

The safety and wellbeing of your child is paramount.

Safeguarding is embedded in all aspects of practice and follows statutory guidance under the Children Act 2004.

Full details are available here: <https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>

Confidentiality & Data Protection

All information is handled in accordance with GDPR and Data Protection regulations.

Information is shared only with your consent, unless there is a legal requirement or safeguarding concern.



Complaints

I encourage open communication. If you have any concerns, please raise them with me in the first instance.

If we are unable to resolve the issue, you may contact:

- The Association of Speech and Language Therapists in Independent Practice (ASLTIP)
- The Health and Care Professions Council (HCPC)

Before an initial consultation, parents/carers will be asked to sign a declaration confirming they have read, understood, and agreed to these terms and conditions.