

# Consent Form



**Sensory on the go LTD**  
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Name:	
Date of Birth:	
Address:	
Contact Details:	
Parent/Guardian/School name:	

## Terms and Conditions of Booking

\*Please complete a booking request form and send back via email before paying a deposit or making full payment\*

\*Deposits and payment plans are available please discuss with the OT. If agreed with the Occupational Therapist to pay a deposit, a 30% deposit is required to secure any booking. All Deposits are non-refundable. Full balance is due 5 working days before the session or visit is due to take place otherwise the booking will be cancelled\*

\*All bookings are non-refundable unless stated\*

\*Booking changes within 5 working days are subject to availability and will be charged at the rate of £25.00 to change the date of the booking\*

\*Booking changes made 5 working days or more before the session are free but subject to availability\*

\*Booking cancellations 5 working days or more before the session or assessment will receive a 50% refund of the full amount paid (this does not include if you have only paid a deposit. Deposits are non-refundable)\*

\*Any booking cancelled within 4 working days of when the session or visit is due to take place will be charged at the full rate of the session\*

\*If sessions are cancelled by the Occupational Therapist you will receive a 10% discount when the session is rebooked\*

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\*All school services will need to fill out a booking form for OT to make contact and an invoice will be sent for payment\*

## Terms and Conditions of Sessions

- \*There needs to be an adult present at all times throughout the session who is responsible for the individual within the session.
- \*Any Occupational Therapy equipment broken within the session will be billed to the individual that made the booking.
- \*Any violent behaviour from the individual during the session will warrant the session to stop and resume when the individual is in a calm state.
- \*The Occupational Therapist will not be responsible for the cost of any equipment the individual breaks in the session within the environment the session is taking place.
- \*If the Occupational Therapist shows up to the session and the session is cancelled, the session will have to be paid in full.
- \* All reports will be received within 14 working days of the session or request unless stated otherwise.

## Declaration

I, \_\_\_\_\_, have read the above statements and agree with the terms and conditions set out by the Occupational Therapy sessions:

Print Name:	
Relationship to child:	
Signature:	
Date:	