

DIAGNOSTIC DYSLEXIA ASSESSMENT – What to expect

What is a dyslexia assessment?

A dyslexia assessment is a measure of the individual's cognitive abilities and attainments in order to provide evidence of a Specific Learning Difficulty (Dyslexia). The assessment report will make recommendations to help a school, college, university or workplace to make reasonable adjustments.

Who will carry out your assessment?

Your assessment will be carried out by a **qualified specialist teacher** holding an approved qualification (as noted in the SpLD Working Group 2005/DfES Guidelines and subsequent updates).

S/he will hold a current Assessment Practicing Certificate that certifies that the assessment will be conducted, and the report written in accordance with the SpLD Working Group 2005/DfES Guidelines for assessment of SpLDs and subsequent updates.

All our qualified assessors are listed on the Specific Learning Difficulties Assessment Standards Committee (SASC) web site www.sasc.org.uk.

Our assessors have Disclosure and Barring Service (DBS) certificates relating to children and adults.

How long does an assessment take?

Assessments vary in length due to the complexity of the needs of the individual and the purpose of the assessment, but you should allow **at least three/four hours**.

What will happen on the day?

The assessor will use the information taken from your background questionnaire and school or employer questionnaire which will have been completed beforehand. They may ask for further information at the time of the assessment. For under 16s the parent/ guardian will need to answer any questions the assessor has. They will assess:

- reading (speed, accuracy and comprehension)
- spelling and writing
- numerical skills (if appropriate)
- problem-solving and
- cognitive skills (verbal and nonverbal)

You may receive some feedback from the assessor at the end of the assessment but not necessarily the results of the testing.

What will the assessment tell me?

The assessment will identify your strengths and areas for development in relation to the difficulties you are experiencing. It will also identify, in broad terms, ways in which you could be helped to overcome those difficulties.

Note: for under 16's we cannot diagnose co-occurring conditions and a separate assessment may need to be carried out for Dyscalculia. We can signpost for visual difficulties, ADHD and ASD. For post 16 we can diagnose Dyspraxia .

What happens after the assessment?

The Assessor will write up their findings in a report, with the results and recommendations. The report will be sent to you by email with the report secured with a password, within 15 working days of the assessment. You may request a paper copy of your report, but these will not be sent unless you request it .

Please note:

- A Full Diagnostic Assessment can be used to apply for Disabled Students' Allowance (DSA) at university, as long as the assessor held a current Assessment Practising Certificate at the time of the assessment.
- If you wish this report to be used as part of the evidence for exam adjustments (JCQ Access Arrangements) then we will need to agree this in advance with the school or college (education provider). Please contact us for further details before the booking is made.

What you can expect from us

All the information you give us is confidential and will not be passed on to any third party without your permission.

The assessor will perform all assessment tests in accordance with the test manuals and report all evidence in a truthful and understandable manner.

You will be treated with respect in line with the Adult Dyslexia Centre Equality Policy.

The assessor will always act professionally and courteously, and will take into consideration any reasonable, specific requirements of the individual.

What we expect from you

We expect you to be prompt for your assessment and answer any questions in an honest way to the best of your knowledge.

We expect the assessor to be treated in a courteous, respectful manner.

Payment

The assessment fee (as displayed on website) needs to be paid in full promptly to confirm the booking date. The payment will be by bank transfer to ADC, using the bank details given to you.

If the assessment is being paid by an organisation

The assessment should be confirmed with a purchase order

These details are required – Name and address of organization, email address to send invoice to, name and email address of person to be assessed.

Cancellation Policy:

If you are unable to attend the appointment for any reason, please let us know as soon as possible by email to assessments@adc.org.uk

We will try to reschedule the appointment with the assessor. If this is not possible, and the appointment is in **more** than 7 days time, we will refund your fee.

If your appointment is **within** 7 days and we can reschedule it, we will charge a further fee of £100 to cover our admin costs. Otherwise, we will refund your fee **minus** £100.00

If you are unable to attend on the day of the assessment you must also let the assessor know directly. Please make sure that you know how to contact the assessor and that the assessor has your contact details for the day. Our fee for cancellation on the day is £200.00

If an assessment is cancelled by ADC, we will offer you a later date or provide a full refund. Please note that we can only refund to the account that the fee has been paid from.