**Portage SEND Best Practice Assessment Checklist Order Form**

If you wish to order the **Portage SEND Best Practice Assessment Checklist and Auto Text Resource\*+** please complete this order form and either email it to: accounts@theeducationpeople.org or return it to: Finance Team, The Education People, Room G77 B Block, Sessions House, County Hall, Maidstone, Kent ME14 1XQ.

You will be invoiced by The Education People (or by direct debit if you are a direct debit customer) and by completing this order form you are agreeing to purchase the **Portage SEND Best Practice Assessment Checklist and Auto Text Resource** and make the relevant payment (plus VAT where applicable).

**Please note - once you have submitted your order, we will contact you with postage options and prices. *We are not able to despatch orders until payment has been received*.**

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*If you would like to know more about why we collect your data, and how we use and store your data, please refer to our* [*privacy statement*](https://www.kent.gov.uk/about-the-council/about-the-website/privacy-statement) *(*[*https://www.kent.gov.uk/about-the-council/about-the-website/privacy-statement*](https://www.kent.gov.uk/about-the-council/about-the-website/privacy-statement) *).*

***\*Please Note -*** *the Auto Text downloadable resource is only compatible with Windows software.*

***+*** *The Portage SEND Best Practice Assessment Checklist is intended to be used per individual child only. Each booklet is issued with an individual number and is under copyright of Kent County Council.*

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