**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 email it to: [accounts@theeducationpeople.org](mailto:accounts@theeducationpeople.org).

Once ordered you will be provided with download instructions\*.

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 ensure you complete both sides of this form.

**You will be contacted with postage options once your order has been received**.

If you require between 1 and 24 checklists please complete the first line only - please state in the end column how many checklists you would like to order.

|  |  |  |  |
| --- | --- | --- | --- |
| **No. of packs** | **No. of checklists required** | **Price** | **Selection** |
| n/a | 1 - 24 | £23 per checklist | Click or tap here to enter text. |
| 1 | 25 | £525 per pack |  |
| 2 | 50 | £1,050 per pack |  |
| 3 | 75 | £1,575 per pack |  |
| 4 | 100 | £2,000 per pack |  |
| 5 | 125 | £2,500 per pack |  |
| 6 | 150 | £3,000 per pack |  |
| 7 | 175 | £3,325 per pack |  |
| 8 | 200 | £3,800 per pack |  |
| 9 | 225 | £4,275 per pack |  |
| 10 | 250 | £4,500 per pack |  |

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| How did you hear about this checklist? | | | | |
| Email: | |  | Social media: |  |
| The Education People website: | |  | Events: |  |
| Other (please state): | Click or tap here to enter text. | | | |

**Please complete overleaf before returning this order form.**

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| Customer Details | | | | | | |
| Name of person ordering: | Click or tap here to enter text. | | Billing contact’s name: | | Click or tap here to enter text. | |
| Position: | Click or tap here to enter text. | | Position: | | Click or tap here to enter text. | |
| Telephone  (daytime): | Click or tap here to enter text. | | Telephone  (daytime): | | Click or tap here to enter text. | |
| Email: | Click or tap here to enter text. | | Email: | | Click or tap here to enter text. | |
| Please tick here if you are personally happy to receive emails and communications regarding our products and services. | | | | | |  |
| Customer Delivery Details | | | | | | |
| Name of customer: | | Click or tap here to enter text. | | | | |
| Name of school: | | Click or tap here to enter text. | | | | |
| Address: | | Click or tap here to enter text. | | | | |
|  | | Click or tap here to enter text. | | | | |
|  | | Click or tap here to enter text. | | | | |
| Postcode: | | Click or tap here to enter text. | | | | |
| DfE number (7 digits): | | Click or tap here to enter text. | | | | |
| Billing address  (if different from above): | | Click or tap here to enter text.  Click or tap here to enter text.  Click or tap here to enter text. | | | | |
| Delivery address (if different from above): | | Click or tap here to enter text.  Click or tap here to enter text.  Click or tap here to enter text. | | | | |
| Customer use only: Order reference no./purchase order no.: | | | | Click or tap here to enter text. | | |

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**Please note:**

+ 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.

**\*** The Auto Text downloadable resource is only compatible with Windows software.

|  |  |  |  |
| --- | --- | --- | --- |
| I understand and agree to the above statements. | Signed:  Click or tap here to enter text. | Print name:  Click or tap here to enter text. | Date:  Click or tap here to enter text. |