

# MENU OF SERVICES



We pride ourselves on being transparent about our fees and our pricing structure is very simple...  
*(we call it a 'Menu of Services')*

TYPE OF SERVICE	WHAT WE DO	HOW MUCH IT COSTS
<b>1st Meeting</b>	Videoconference with Douglas	<b>£250</b> (fixed fee)
<i>We then help in one of three ways:</i>		
<small>(Abbreviations: EHCP= Education, Health &amp; Care Plan/SEND = Special Educational Needs and Disability)</small>		
<b>'Pay As You Go'</b>	General advice (pre-/post-EHCP)	<b>£250</b> (per hour)
<b>'Monthly Fee'</b> <small>(where you are charged monthly for work done until your fees are paid up)</small>	General advice or SEND Tribunal appeals	<b>£500 - £2,000</b> (per month) <small>(you choose amount you can afford)</small>
<b>'Capped Fee'</b> <small>(where you are only charged for work done and your fees are capped)</small>	SEND Tribunal appeal against: refusal to assess for EHCP or refusal to make EHCP after assessment	<b>£1,500</b> (1st payment) <small>(then 5 monthly payments of £1,500)</small>
	SEND Tribunal appeal against contents of EHCP	<b>£2,500</b> (1st payment) <small>(then 5 monthly payments of £2,500)</small>
<b>All of our costs include VAT and we always work within parents' budgets</b> <small>(but we do not do legal aid work)</small>		
<small>N.B All work charged at £250 per hour/Retainer always required/Unused monies always returned at end of case/Work always must be paid for in advance</small>		
<small>We also accept Credit Cards/PayPal payments (there is a 3.5% processing charge if you wish to pay this way to reflect charges made to us for accepting payments like this)</small>		

*Please turn over for required steps in appeals to the SEND Tribunal...*

## Required steps in appeals to the SEND Tribunal

*(where we represent you)*

WHAT WE DO	APPEAL AGAINST...		
	Refusal to assess for EHCP	Refusal to make EHCP	Contents of EHCP
<b>Drafting and lodging your appeal</b> <i>(using currently available documentation)</i>	✓	✓	✓
<b>Drafting and lodging your further evidence</b> <i>(including dealing with LA's response to appeal)</i>	✓	✓	✓
<b>Preparing for your hearing</b> <i>(includes post-hearing work as well)</i>	✓	✓	✓
<b>Representing you at hearing</b> <i>(N.B. travel/accomodation charged extra if in-person hearing held)</i>	x	✓	✓
	<i>(no oral hearing needed)</i>	<i>(oral hearing may not be needed if LA agrees)</i>	
<b>Dealing with the 'Working Document'</b> <i>(i.e. copy of EHCP with amendments/deletions set out)</i>	x	x	✓