



## Course information for course on “Current evidence base for school-aged children with Developmental Language Disorder (DLN)”

**Trainer: Dr Susan Ebbels**

### **FEES AND EXPENSES:**

- £1,600 for up to 40 attendees
- £1,750 for 40-50 attendees
- £1,900 for 50-60 attendees
- £2,000 for more than 60 attendees

Plus travel by public transport from Oxted, Surrey, accommodation, in-room internet, breakfast, dinner and incidental expenses such as taxis (if required)

*If more than one day is booked with the same trainer, a reduction of £100 will apply to subsequent consecutive days\**

### **CANCELLATION POLICY:**

The Host will pay the Fees as per the agreed schedule. If the Host cancels the course at any time up to 21 days prior to the date of the course, the Host will not be obliged to pay the Fees, or any part of the Fees. If the Host cancels the course at any time between 21 and 7 days prior to the date of the course, part payment of 75% of the Fees will be made by the Host. If the Host cancels within 7 days of the course, the Host will be obliged to pay the whole of the Fees.

If the Trainer cancels or does not attend on the agreed date, we will endeavour to send a replacement trainer, or re-schedule the training. If the Host and the Trainer are unable to agree a replacement trainer or a revised date then any fees already paid by the Host to Moor House School & College will be refunded. Moor House School & College will not be responsible for any other costs incurred whatsoever.

Please note that if you advertise the course publically (e.g., on any social media) the price of the course must not be lower than £175.

### **NAME AND ADDRESS FOR INVOICES AND RECEIPTS**

Before the event, hosts should provide the name and address to be used when the Speaker issues her fee invoice, travel claim reimbursement invoice if applicable, and receipts.

### **EQUIPMENT REQUIREMENTS:**

1. computer plus projector
2. Flip chart plus flip chart paper

### **HANDOUTS:**

The Host is responsible for printing handouts. **These will need to be printed in colour.** The Speaker will send pdf versions of the handouts to the Host at least a week before the course. These should not be distributed electronically to attendees or uploaded to webpages of the Cloud.

### **SET-UP:**

This course includes group work and discussions, therefore lecture-theatre style set-up does not work well. Separate tables, or tables in a horseshoe works better

### **CERTIFICATES:**

Certificates will be sent by email directly to the attendees as a pdf file by Moor House Research & Training Institute on receipt of the fee and feedback forms. Please ensure the institute receives a typed list of attendees' email addresses for the purposes of sending certificates.

*\*Other courses (costs differ from this course, please email for more information):*

- *The SHAPE CODING™ system Part 1 Accredited Course*
- *The SHAPE CODING™ system Part 2 Accredited Course*