



## FALL - SPRING 2024-25 ENROLLMENT GROUPS START THE WEEK OF SEPT. 9th

### **ALL CLIENTS SUBMIT:**

- Completed availability form
- Copies of recent assessment reports/ recent IEP if applicable.
- Clinic intake forms for new clients (link will be sent to you)
- A \$170.00 deposit is due once we have placed your child in a group and you have confirmed their attendance in that group. (Check payable to Social Communication Specialists or we can process a credit card - including Amex and health care accounts.)

### **RATES & DEPOSIT**

Groups are **\$85.00** per hour and meet once a week. We are closed for all school holidays and breaks. A **\$170** deposit is due once we have placed your child in a group and you have confirmed his/her attendance. This deposit is applied to your child's final two weeks of the school year program (in late May/June).

**\*\*If your child must stop attending the group, you are asked to give two weeks notice. If we receive two weeks notice of discontinuation of services, the deposit will be applied to your child's last two weeks. If we do NOT receive two weeks notice of discontinuation, you forfeit the entire deposit.\*\***

### **CONSULTATION**

A consultation will be scheduled over Zoom or in person if your child is new to SCS. There is no charge for this meeting which lasts 20-30 minutes. This gives Janet the opportunity to meet your child which helps in ensuring the best possible group placement.

### **AVAILABILITY FORM**

ALL clients **must** fill out the availability form completely. The more time slots you make available for us to choose from, the more likely it will be that we are able to place your child in a group.

\* We realize that your child's schedule and availability may change after you've submitted the form. If your schedule changes and your child is **NOT** available during the times you originally marked, PLEASE let us know AS SOON AS YOU KNOW ABOUT THE CHANGE! Failure to do so may result in your child not being placed in a group.



## 2024-25 AVAILABILITY FORM

Child Name: \_\_\_\_\_ Grade: \_\_\_\_\_ DOB: \_\_\_\_\_

Parent(s) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

I rely on the accuracy of the information you provide. If your schedule changes after you've submitted this form and your child won't be available during the time you originally marked, **PLEASE** update me as soon as possible or there is a chance I may not be able to get your child into a group. Scheduling is complicated and I always make every effort to accommodate your needs. However, the group scheduling is only as good as the information you provide.

**KEY:** Put a "1" in the spaces that are your preferred choices, "2" for your second choices. Please put an "X" in any spaces that won't work for you. The more possible time slots you provide, the more likely it is that I can create an appropriate group for your child.

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
4:00-5:00				
5:00-6:00				
6:00-7:00				

**PLEASE DON'T LEAVE SPACES BLANK! I won't know if your child is available at that time or not and will need to contact you to clarify which will slow down the group placement process.**

Email form to [janet@socialcommunicationspecialists.com](mailto:janet@socialcommunicationspecialists.com)