



Privacy Policy

About Me

I'm Sarah Paton, a specialist teacher and assessor providing dyslexia assessments. I work alone from my home setting, and I'm committed to keeping your child's personal information safe and private.

I am registered with the Information Commissioner's Office, the regulator of the Data Protection Act 1998 and abide by its requirements.

Before the assessment, you will be required to complete a questionnaire, which is accessed via Google forms and stored on Google. Please see Google's Privacy Policy.

What Information I Collect

To provide the assessment, I may collect:

- Your child's name, date of birth, and contact details
- Parent/guardian contact information
- Educational history, school reports, and any relevant medical information
- Assessment responses, notes, and the final report
- Information from schools, if you give consent
- Payment information

Why I Collect It

I use this information to:

- Carry out a thorough, professional assessment
- Prepare a detailed report with clear recommendations
- Communicate with you about the assessment process
- Suggest referrals to other professionals, if needed
- To collect payment for services

Who Sees It?

- Only me (the assessor) and anyone directly involved in producing the report
- Schools or other professionals only if you agree
- Only shared with third parties if required by law
- I never sell personal information.

How I Keep It Safe

- Files are securely stored on my computer and/or in locked filing systems
- Only I have access to your child's information
- Paper records are destroyed after the report is complete
- Final reports are kept safely until your child turns 25.

Your Rights

You have the right to:

- See the information I hold about your child

- Correct any mistakes
- Ask me to delete information (please note this may affect the assessment)
- Withdraw consent at any time

You can contact me at any time to exercise these rights.

Contact Me

Sarah Paton

Email: sarah.elizabeth123@outlookcom

Phone: 07764760429

Updates

This notice may be updated occasionally. The most recent version is always available on my website.