

## **COACHING AGREEMENT & WAYS OF WORKING**

Thank you for choosing me as your coach and congratulations on taking this positive step. I'm looking forward to working with you.

This contract makes clear the coaching agreement between us. If you have any questions regarding what follows, please ask. In our first session, I will check that you have read, understood and agreed to the content below. A signed copy of the contract is not required, but I will make a note of your verbal confirmation before we begin working together.

### The Relationship

As your coach, I will work with you on any area that is interesting or important to you. You own the content of the conversation, and I own the process; that is, a structured conversational approach which ensures that we keep on track throughout our time together and create as much value as possible for you from that conversation.

My approach is one of unconditional positive regard; I am not there to judge you or to have an opinion on your choices, but to recognise you as the expert on yourself and to, with interest and generosity, help you to think more, or to think differently, so that you empower yourself to move forward.

At points, I may question or challenge your comments or position. This is to raise your awareness and encourage you to think about other possibilities, alternative viewpoints and different perspectives. It doesn't assume that I align with the challenge or that I pre-suppose your answer. Questions are asked with genuine curiosity and in the spirit of exploration. I will allow for silence in the exchange, to give space for thought and reflection, which can lead to valuable realisations. If you are uncomfortable with a silence at any particular moment, of course do say.

I may invite you to engage with practical exercises or tools, which could help your thinking. If you don't see the value in a particular tool or exercise, or want something else from the session's exchange, you are encouraged to let me know.

If I believe that you would benefit from a different type of specialist or practitioner, I will convey that to you. You are free to take up the suggestion or not, as you see fit.

You are at liberty to terminate the coaching relationship at any point during the process, without explanation.

### Confidentiality

Anything that you say to me during our sessions, or in relation to our coaching relationship, will be kept entirely confidential.

The only time I would share information given to me by you, is if I had cause to fear that you might hurt yourself, or others. In that scenario, I would inform the appropriate authorities, and would make you aware of that.

### Code of Ethics

I follow the Code of Ethics as set out by the International Coaching Federation. If you wish to read the code of ethics, it can be found here: <https://coachfederation.org/code-of-ethics>

### Logistics

- Sessions are payable by cash or by internet transfer on the day of the session.
- If you have purchased a block of sessions with a discount, I will confirm the cost per session for you before we meet (typically the first session(s) at full price, with the discount applied to the final session).
- Muswell Health sessions can be cancelled with no cost, up to 3 days (72 hours) before an appointment. If cancelling within 3 days of the appointment, you will be charged £20 to cover the cost of the room and admin fees.
- Online sessions can be cancelled with no cost, up to 3 days (72 hours) before an appointment. If cancelling within 3 days of the appointment, you will be charged £7.50 to cover the admin fees.
- Sessions are 50 minutes in length. Please arrive promptly, as I am not able to adjust the end time of sessions.