



CLIENT/THERAPIST CONTRACT

My name is Amanda Budden and I am qualified psychotherapist, parenting trainer, Autplay and Brainspotting provider with experience of working with children, young people and parents/caregivers. The type of therapy I use is called 'Integrative', which means first and foremost I listen without judgment and use an empathic, client-led, therapeutic relationship to help heal and build resilience with my young clients, using whatever methods they are most comfortable with and working at their own pace.

Confidentiality

As a parent, I understand how difficult it can be to feel 'shut out' of the therapy sessions. However, in order for therapy to work it is important that the child has 100% trust in the therapist's confidentiality. Children instinctively want to protect their parents from negative feelings, so if there is a chance they think I might discuss the sessions with their parents/carers it could mean they will resist working with me. So, unlike other forms of medical treatment, a parent or carer does not have a right to access information regarding their child's therapy sessions. I also, ask that the child isn't asked about their session afterwards, but instead be ready to listen if they choose to tell you about it.

However, I do have the right to breach the right of confidentiality in the following situations:

- The young person feels it's in their best interests for information to be passed on.
- For the purpose of supervision. All psychotherapists, complying with the British Association of Counsellors and Psychotherapists (BACP) ethical guidelines are required to hold regular meetings with a supervisor. The purpose of this meeting is to ensure that that I am working in a safe and effective manner. The client's personal details are not disclosed, however.
- I believe the child or young person is at risk of inflicting harm on themselves or someone else.
- If the child is subject to a care order, or if a child protection issue arises it maybe be in their interests for me to attend conferences and continue to honour the confidentiality agreement – but only with the child's permission.
- If the child is appears to be in significant *risk of harm it may be necessary to seek help from other agencies to keep them safe. Parents/Carers would be informed of this only if appropriate.

Experience shows that the most helpful thing a parent can do is to show an acceptance of therapy as a normal and useful activity and to show an interest if their son/daughter wishes to talk about it, but not to press them if they don't. Any paperwork is kept to a minimum and maintained in an appropriate manner that ensures the preservation of confidentiality. All records and information remain the property of ABC Children's Therapy.

Safeguarding Policy

The purpose of this policy is to protect the children I work with and is reviewed annually.

Includes 'confidentiality' above.

*Risk of harm includes: physical and emotional abuse, neglect, sexual abuse, female genital mutilation (FGM), grooming and exploitation, trafficking and modern slavery, exposure to an infliction of domestic abuse, bullying or cyberbullying, exposure to inappropriate content or behaviour (such as violence or criminal activity), self-harm, and physical harm when engaging in activities without adequate supervision.

Fire exits are clearly marked and there is a first aid kit located in the therapy room. ABC Psychotherapy has a 'no photography policy'.

I have a current DBS (Disclosure and Barring Service) Check and Insurance.

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Parents/Caregivers engagement

This type of therapy involves parents/caregivers. Therefore, it is important that we work collaboratively, and provide regular feedback and updates. The therapist reserves the right to terminate the sessions if they do not feel the parents/caregivers are not engaging and supporting the process (including responding to emails/texts in a timely manner).

Waiting for children during sessions

For children under 12 years old the parent/caregiver is required to remain on-site during the therapy session.

Payment

For new clients, payment is required 3 sessions in advance, payable before commencement of the first session. After the third session, payment can be made per session and are invoiced on the Monday prior to each session. The price of the session will remain fixed throughout the course of therapy. However, if there is a gap of more than 3 weeks between sessions, re-starting will be deemed as a 'new session' and the current advertised rate will apply.

Cancellation Policy

In the event of being unable to attend a session please ring the number below to let me know as soon as possible as most cancellations require a minimum of 48 hours notice or full session fees may be charged. If you need to miss sessions the space will be held open for a maximum of three sessions.

Gaming and Videos

Often part of building the therapeutic relationship includes a child's/young person's favourite online gaming platform, YouTube videos or similar. Usernames and/or passwords are deleted when therapy finishes, and we do not use online chat at any time. Are you happy for your child/young person to play/watch supervised (age-appropriate) games and/or videos?

Yes/No (please circle)

If you have replied 'yes' to the above, are there any games and/or video channels you particularly DO NOT want your child/young person to have access to during the therapy sessions. If so, please name below:

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Complaints

ABC works within the Ethical Framework of the British Association for Counselling and Psychotherapy (BACP). If there is any cause for complaint, you or the young person are welcome to raise this with myself initially and if the matter is not resolved to your satisfaction, then the BACP's contact details can be found on the ABC website.

Your signature, below, confirms you have read and agreed to the terms set out above and in particular the confidentiality and cancellation policies

Name:

(Parent / Guardian) Signature..... Date
Privacy /

General Data Protection Regulations Policy Secure Storage: ABC Children's Therapy holds is GDPR compliant and holds a current ICO certificate. All data is stored securely and confidentially and used in a safe and ethical manner, in line with EU General Data Protection Regulations May 2018. It is not shared with other people without your consent except, as stated above, in circumstances likely to involve serious harm. Right to Access: You have the right to ask for a copy of your personal information, free of charge, in an electronic or paper format. You also have the right to ask for an amendment or to change any incorrect information about you.

Right to be Forgotten: You have the right to ask me to erase any information that I hold about you. This includes your personal information that is no longer relevant to original purposes, or if you wish to withdraw consent. In all cases and when considering such requests, these rights are obligatory unless it's information that I have a legal obligation to retain. Data Portability: As the client, you have the right to receive your personal information which you previously provided, and also have the right to transfer that information to another party. For the purposes of the General Data Protection Regulations (GDPR) 2018, the data "controller" ABC Psychotherapy. If you are happy with the way your personal information is being collected, stored and used, please provide evidence of your consent by signing below. Thank you.

Name: (Parent / Guardian)

Signature..... Date

Signature of Therapist Date