



Reframe Your Story

— THERAPY with Debbie —

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Counselling Agreement

This agreement is between Debbie Strafford (the counsellor) and you
(the client/parent/caregiver)

This agreement may apply to:

- Adults accessing counselling for themselves
- Young people who are able to consent to their own counselling
- Parents/guardians consenting on behalf of a child

Sessions & Fees

- Sessions last 50 minutes and are held at the same time each week unless agreed otherwise.
- Each session costs £55.
- Payment must be made in advance of each session unless otherwise agreed.
- Payment to be made by bank transfer (DEBORAH STRAFFORD, Sort Code 11-66-88, Account No. 04080668 – personal account).

Cancellations and Late Arrivals.

- Notice of cancellation should be given within a minimum of 24 hours of your pre-booked session.
- Sessions cancelled with less than 24 hours notice, or failure to attend will be charged in full.
- If you are running late, then please inform me as soon as possible. Whilst I will endeavour to give you the whole session, this may not always be possible.

Working Online

- All communication will be conducted through Teams which adhere to industry standards for data privacy, a link will be sent to you within a minimum of 24 hours prior to the start of the session.
- Ensure you can access a secure and private space where you cannot be overheard or interrupted.
- Inform me immediately if any technical issues arise that may compromise confidentiality.
- I will offer a quiet, appropriate and undisturbed space and maintain safe, professional boundaries throughout.
- If any technical issues arise before or during the session we will switch to a phone call.

Professional Membership

- Registered Member of the BACP (British Association for Counselling & Psychotherapy) and adhere to their code of ethics to ensure safe and ethical practice. Please see: www.bacp.co.uk/ethical-framework for more information.
- Registered with the Information Commissioners Office and comply with General Data Protection Regulations as a Data Controller.
- Current DBS check

Record Keeping

- Records will be kept for five years.
- Thereafter, your case notes and data will be securely destroyed.
- Under data protection law, you have the right to access a copy of these records.
- In the event of my death or incapacity, I have a written 'clinical will' which will allow my Supervisor access to your basic contact information in order to contact you and tell you what has happened.

Confidentiality and General Data Protection Regulations

- For the majority of sessions, all content and discussion will remain confidential.
- Confidentiality will only be broken if there is: 1) an immediate risk of substantial harm to you or others, or 2) a legal requirement, such as a Court Order.
- When working with children, sessions are confidential and information will not be shared with parents or guardians unless the child gives permission or there are safeguarding concerns.
- I am required by professional standards to have regular clinical supervision with a Supervisor who is also a member of a professional body with an enforceable code of ethics. Your identity will always remain protected, and only the content of the work will be discussed.

Consent and Capacity

- Adults (18+) are able to consent to their own counselling.
- Young people may be able to consent to counselling depending on their age and understanding (Gillick competence).
- Where a client is under 16, consent will usually be provided by a parent or guardian.
- When working with children, the therapeutic relationship is with the child, while the contract is with the parent/guardian.

I confirm that I have understood the information provided, agree to the terms and conditions and give consent for my records & personal information to be held as described.

Please indicate who is signing:

Parent/Guardian Young Person Adult Client

Print name:

Client's name: (if different from above):

Signed: Date:

Counsellor: Debbie Strafford

Signed:  Date: 18/05/2026