



Client:
 Named Contact:
 Email:
 Phone:

Consultant: Katrina Mallon
 Email: katrina@destinedforgreatnessni.com

Date of Agreement:

1. BACKGROUND

- The Client believes the Consultant has the qualifications, experience, and expertise required to provide education consultancy and mentorship services.
- The Consultant agrees to provide these services on the terms set out in this Agreement.

2. SERVICES PROVIDED

2.1 Education Consultancy

The Consultant will work in partnership with schools, education settings, statutory services (including HSCNI), and families to support children and young people experiencing Social, Behavioural, Emotional and Wellbeing (SBEW) difficulties, including those who are vulnerable or in care. Support is delivered through a **flexible, impartial, and solution-focused approach**, aimed at building capacity in schools, supporting staff, and improving outcomes for children and young people.

Services may include:

- Confidential observation, consultation, and impartial advice for individual pupils* or groups**
- Holistic identification of need and implementation of evidence-based, bespoke interventions and reasonable adjustments
- Practical, child-centred strategies for pupils with complex SBEW presentations
- **3Rs Support Planning Framework** (trauma-informed):
 - **Regulate** – supporting emotional and physiological regulation
 - **Relate** – prioritising connection, trust, and felt safety
 - **Reason** – supporting reflection, learning, and problem-solving once regulation is established
 - **Repair** – restorative, relational approaches following difficulties or ruptures
- Support with planning and assessment processes, including:
 - Risk assessments and safety planning
 - Needs identification and prioritisation
 - Intervention documentation
 - Progress monitoring and review
 - Incident and concern reporting
- Troubleshooting and post-incident reflection with staff to adapt strategies, address concerns early, and reduce crisis-led responses
- Signposting to appropriate school-based and external services
- Advice and guidance to staff on trauma, adversity, emotional regulation, and behaviour
- Whole-school and wraparound support to promote staff confidence and wellbeing
- Support in establishing and coordinating a **Team Around the Child (TAC)**, including multi-agency communication, monitoring, and review
- Bespoke support tailored to the Client's context and needs

* Parental consent **must** be obtained and confirmed to the Consultant before work with an individual pupil begins.

** For group work, parents/carers should be informed in advance as good practice.

2.2 Mentorship

The Consultant provides professional mentorship delivered by an experienced practitioner with over 20 years' experience in education.

Mentorship includes:

- Direct mentor pairing
- Tailored, context-specific guidance
- Regular reflective check-ins for problem-solving and professional growth

Suitable for:

- New staff building confidence and classroom practice
- Experienced staff developing leadership and trauma-informed approaches

Benefits:

- Practical strategies from lived experience
- Leadership and management skill development
- Embedded trauma-informed, nurturing practice
- Ongoing, meaningful professional growth

3. PROFESSIONAL STANDARDS

In delivering services, the Consultant will:

- Act impartially in the best interests of the child or young person
- Exercise a duty of care to safeguard children, young people, staff, and others
- Comply with all relevant school/setting policies and Northern Ireland education guidance
- Work collaboratively with staff, families, and services
- Contribute to multi-agency decision-making
- Provide information and reports reasonably required by the Client

Additional consultancy tasks may be agreed between the parties.

4. TERM AND TERMINATION

This Agreement may be terminated at any time by mutual agreement.

Unless otherwise agreed, the Consultant's obligations end on completion of the agreed work or termination of this Agreement.

5. CONFIDENTIALITY

All written and oral information shared under this Agreement is confidential.

The Consultant will not disclose confidential information except where required to deliver services or by law.

Confidentiality obligations apply during the term of this Agreement and continue indefinitely after termination.

The Consultant accepts no liability for the use of information or data provided by the Client.

6. STATUS AND AUTONOMY

The Consultant acts as an **independent contractor**, not an employee.

This Agreement is a contract for services only.

The Consultant will work autonomously toward agreed outcomes while responding reasonably to Client needs and concerns.

7. INDEMNITY AND INSURANCE

- The Client will indemnify and hold the Consultant harmless against third-party claims arising from the services, except where caused by the Consultant's wilful negligence or breach of this Agreement.
- The Consultant will maintain appropriate professional indemnity and public liability insurance.

8. PAYMENT

- Fees: **£60 per hour**
 - Half day (3 hours): £150
 - Full day (6 hours): £300
- Fees include all time spent delivering services, including: direct contact, travel, time on site, calls, emails, professional liaison, action planning, review, evaluation, reading, and report writing.
- Agreed expenses will be reimbursed.
- Invoicing will be monthly or on completion of agreed work.
- Invoices are payable within **30 days**.

Additional notes:

- Staff training and workshops are priced separately (on request).
- Written parental consent is required for individual pupil work.
- School/setting staff must be present during all work involving children or young people.
- Consultancy packages do not include parent or staff training unless agreed separately.
- The Consultant is registered on **I-Proc**.

9. GOVERNING LAW

This Agreement is governed by the laws of **Northern Ireland**.

Signed (School / Setting): _____ Date: _____

Signed (Consultant): _____ Date: _____