

Parent/Carer and/of an adolescent aged 16-18 with an EHCP

Consent form, terms of support and description of services:



Description of service

The Provider - The Create Approach Ltd/Kelly Sherman - offers the following services:

- Therapeutic social, emotional, mental health and learning support through mentoring, coaching and facilitating.
- Post 16 support and transition support to further education or employment opportunities.
- Early intervention support for both young people post 16 and support for their parents/carers.
- Offer 1:1 support.
- Support in life skills, mindfulness, employability skills, enterprise and entrepreneurship, art assisted therapy, project-based learning created around the young person's interests weaving in elements of functional skills maths and English and national curriculum subjects, support for developing learning and knowledge retention and support.

The Provider (The Create Approach Ltd) offers support online with a parent/carers present at all times.

The Provider (The Create Approach Ltd) is required by the local authority who commissions these support services to send regular reports, providing brief summaries of session content and progress.

The Provider (The Create Approach Ltd) shall ensure that all staff have sufficient training/qualifications to deliver services.

The Provider (The Create Approach Ltd) shall ensure that all staff have current DBS checks and are part of the DBS renewal service.

A young person for whom we provide support for the purposes of sessions is referred to as a mentee.

Please read the statements below with your child and sign to signify agreement of all parties for support services. A young person's agreement to participation in sessions and understanding of what this means is vital before any support commences to give them agency and to help them have their voice heard:

By signing this form, I/we agree:

- Each sessions lasts 60 minutes and are to be conducted online via Google meet, with a parent/carers present for the duration of the session. If no parent/carers can be present the session will not be able to take place.
- During your child's/your (if applicable) mentoring sessions we can discuss any other support that you may need. I can help research other agencies who may be able to help but no recommendations can or will be given.
- Due to the nature of support, during sessions personal data will be gathered relating to my child to support the development of future sessions.
- I/we are aware that to provide these support services the local authority from whom commissions The Create Approach Ltd/Kelly Sherman services, will share information such as my child's contact details, date of birth and information relating to my child's learning and behaviour at a setting – this may be at home, within school or an alternative provision at which they attend.
- My child's personal data will be assessed by individuals approved to do so and this information will assist with the creation of support and action plans.
- I/we understand that the information gathered during support sessions will be stored via an anti-virus protected computer system. This data will be deleted in accordance with The Create Approach Ltd data retention policy. Further details of policies can be found via our website www.thecreateapproach.co.uk
- I/we understand that participation is voluntary, and I/we can withdraw my child at any time. We ask that this request be put in writing via email to ourselves and your SEND officer. We will also communicate with your child's SEND officer/team with regards to withdrawal from support. Please use the email address office@thecreateapproach.co.uk
- I/we agree to indemnify and hold harmless The Create Approach Ltd/ Kelly Sherman, its servants, employees and agents from all claims, damages, losses, injuries and expenses arising out of or resulting from my child's/my own (if applicable) participation and engagement in activities.
- I/we are aware that any discussions held do not constitute legal advice and sessions are for general information or educational purposes. The use of information during discussions or materials are at a user's own risk. I/we are aware that any information and discussions are not intended as a substitute for the advice of a physician, professional coach, psychotherapist, counsellor or other qualified professional, diagnosis, or treatment. I/we are aware that I/we should not disregard or delay in obtaining medical advice for any mental or medical health condition I/we (if applicable) or

my child may have and should seek the assistance of a healthcare professional for any such conditions.

- I/we are aware The Create Approach Ltd/ Kelly Sherman expressly disclaims responsibility, and shall have no liability, for any damages, loss, injury, or liability whatsoever suffered because of my/our reliance on any information contained within the sessions, or engagement beyond.
- I/we agree The Create Approach Ltd/Kelly Sherman is not responsible for arranging or entering anyone for any examinations/qualifications.
- I/we agree The Create Approach Ltd/Kelly Sherman is not responsible for organising, documenting or recording access or support arrangements for any examinations/qualifications for anyone.
- I/we agree The Create Approach Ltd/Kelly Sherman is not responsible for the cost of any examinations/qualifications for anyone.
- I/we are aware that The Create Approach Ltd/Kelly Sherman is not a specialist in any subjects other than teaching GCSE and A-Level Business but will do their best to guide and support my child/myself (if applicable) with self-directed independent learning in a range of subjects.
- I/we agree that any online resources that my child/myself use to support self-directed learning are done so at our own risk and are aware that some online resources will have links to affiliate websites/advertisements for which The Create Approach Ltd/Kelly Sherman has no control over or connection to. I/we agree that it is my responsibility as a parent/carers to monitor/approve/check the use of online resources and websites to support my child to agree to their suitability.
- I/we are aware that sessions are conducted online. I/we agree that a parent/carers will always be at home whilst my child is being supported during sessions and if there is no parent/carers available to be present at the start and during the entirety of the session, the session will not be allowed to commence.
- I/we understand and agree that I am fully responsible for my child's and my own physical, mental and emotional well-being before, during and after mentoring and coaching calls, including mine and my child's choices and decisions.
- I/we understand that mentoring/coaching is a comprehensive process that may involve many areas of life; including work, finances, health, relationships, education, training, recreation and social, emotional and mental health (not all areas may be applicable). I/we acknowledge that deciding how to handle these issues, my child/myself (if applicable), incorporating coaching into those areas, and implementing our choices are exclusively our responsibility.
- For mentoring, coaching and learning sessions it is suggested the use of documents within a shared Google drive with the young person and their parent/carers. If you are not agreeable to this, please let us know by emailing office@thecreateapproach.co.uk

- I/we understand that mentoring/coaching should not be used as a substitute for professional advice by legal, medical, financial, business or other qualified professionals. I/we understand that all decisions in these areas, my child/myself (if applicable), are exclusively mine/ours, and I/we acknowledge that my/our decisions and actions are my/our sole responsibility.
- I/we are aware that The Create Approach Ltd/Kelly Sherman is required by the local authority to provide a regular summary of session/topic content and progress through learning materials.
- Myself, and my child, understand that during mentoring/coaching, I/they may experience some emotional releases, thoughts arising, remembering of past experiences (trauma), trigger unresolved/unprocessed emotions and thoughts, and it is my/our responsibility to seek further support from a qualified professional (if applicable).
- All parents/carers with legal parental responsibility agree to this support for your child/young person and for information to be shared. If parents/carers with legal parental responsibility are separated the parent/carers signing this document has the expressed consent and agreement of the other parents/carers support for your child/young person's involvement in sessions and for information to be shared.
- I/we understand that The Create Approach Ltd/Kelly Sherman do not make recommendations on living arrangements or other practical matters around transition between parents (if applicable) and that The Create Approach Ltd/Kelly Sherman will not enter discussion with either parent regarding the conduct of the other.
- I/we understand that The Create Approach Ltd/Kelly Sherman will remain neutral regarding parents. Where appropriate The Create Approach Ltd/Kelly Sherman will advocate for the child to parents with the child's express consent.
- I/we understand that in cases of joint custody, The Create Approach Ltd/Kelly Sherman will only work with a child with the express consent of both parents. The parent/carers signing this form agrees they have the expressed consent of both parents/carers for the child/young person involvement in sessions and for information to be shared.
- My child and I understand that successful mentoring and coaching requires a cooperative approach between all parties involved. In the mentoring and coaching relationship, the mentor/coach plays the role of a facilitator of change, but it is an individual's responsibility to enact or bring about the change.
- I/we agree to disclose details of the past or present psychological or psychiatric treatment of my child/myself (if applicable). In entering into the mentoring and coaching relationship and signing this agreement, you are agreeing that if any mental health difficulties arises, for your child/yourself (if applicable) during the coaching relationship, you will notify me immediately so that I can discuss with you appropriate steps and if any additional referrals are needed.

- As this is a professional relationship, I/we understand that any friend requests on social media networking sites are unable to be accepted.
- If a mentee is considered to be under the influence of alcohol/drugs the session will not go ahead. If a mentee appears unwell, they will be asked their consent of whether they would like to continue the session for the day.
- If during our work together I feel that I am unable to provide you with the level of support you require, such as I feel that mental, emotional and learning needs are outside of my area of expertise, I have the right to discontinue working together. This will be done with your best interests at heart and carried out as sensitively as possible. I will also (if applicable) relay this to your designated SEND officer at the local authority.
- Please note that I cannot provide emergency services. If you find your child/yourself (if applicable) in a major crisis and were considering self-harm, it would be vital to get immediate help. This could include contacting your GP or going to your nearest accident and emergency department (A & E). You could also call the Samaritans.
- By participating in these sessions, you understand and agree that you are fully responsible for your child's/yourself (if applicable) physical, emotional and mental wellbeing before, during and after our sessions, including your child/your (if applicable) choices and decisions. You can choose to discontinue support at any time.
- I/we understand that emotion coaching does not involve the diagnosis or treatment of mental health disorders as defined by the British Psychological Society and that emotion coaching is not a substitute for counselling, psychotherapy, psychoanalysis, mental health care or substance abuse treatment and I will not use it in place of any form of diagnosis, treatment or therapy for my child.
- I/we confirm that if my child is currently in counselling, therapy or under the care of a mental health professional, that I have consulted with them regarding the advisability of working with a mentor/coach and that this person is aware of my decision to proceed with the mentoring/coaching relationship. Please note, it is in the best interest of your child to inform their coach of other professional involvement.
- All policies to be referred to can be found on our website www.thecreateapproach.co.uk

Privacy:

At any point in the coaching session, your child/ yourself (if applicable) can declare their preference not to discuss a specific issue by simply stating that they would rather not. We agree to respect this boundary and will not attempt to further forward the conversation along those lines.

Copyright:

We respect that all materials, worksheets, training materials, frameworks and resources are for the use within sessions and not to be passed on to anyone else.

Confidentiality:

Where there are other professionals and services involved, or required, for the best support of my child and/or family, information may need to be shared with those other than the local authority who has commissioned The Create Approach Ltd/Kelly Sherman services. I/we understand I/we will be informed, and my/our consent sought prior to information being shared. Other professionals/agencies may include those such as speech and language therapists, CAMHs provision, social care, educational psychology, or other provisions from the appropriate local authority, although this is not an exhaustive list.

There are exceptions when my duty of care and ethical standards make it untenable to confidentiality being held. This is where information shared is deemed to suggest there may be serious harm to self, harm to others and harm to animals. We will however, where possible, discuss this with you first. Exceptions to confidentiality also include if you have disclosed something which is subject to the law of England/UK. Examples may include (but are not exclusive):

- Risk to self or other (including domestic abuse).
- The children's act 1989 and 2004. The foundations of the Children Act 2004 centre on six key values, including:
 - Ensuring children are healthy.
 - Helping children to be happy and enjoy life.
 - Ensuring children are safe in their environment.
 - Supporting children to succeed.
 - Helping to achieve economic stability for the future of children.
 - Helping to make a positive contribution in children's lives.
- Harm to children.
- Acts of terrorism/money laundering/drug and human trafficking/radicalisation.
- Ongoing court proceedings.

Where there is a potential or actual risk to self or another, our policy is to share that information with a statutory agency for example, social services, GP, school, the council etc. We also complete a case closure form containing a summary of your child/ yourself (if applicable) of your mentoring and coaching journey.

I will always try to ensure that we discuss any concerns with you before sharing information, however if it is thought to be an immediate risk this may be passed over to the relevant agency before speaking to you. You can ask to talk more about confidentiality with myself at any time.

I/WE ACKNOWLEDGE THAT I/WE HAVE READ THIS FORM AND SOUGHT CLARIFICATION (IF APPLICABLE). I/WE FULLY UNDERSTAND ITS TERMS AND THAT I/WE HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT. I/WE SIGNED THE DOCUMENT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT MADE TO ME/US.

Name of parent/carers

Signature of parent/carers

Name of mentee and their date of birth

Signature of mentee

Name of local authority (if applicable)

Date

E mail address

Name of mentor/coach/facilitator

Signature of mentor/coach

Date