## **Incite Coaching**

Contract and Consent to Coach

This document provides information about the coaching service offered by Incite Coaching. If you have any questions at any time, please do not hesitate to ask.

During our coaching session we will discuss both your needs and aspirations for coaching. It is up to you to decide what you personally bring to these sessions and you will be in control of what is discussed. If, at any time, you feel that you would like to stop please let your coach know.

All sessions will be confidential and minimal notes and details are stored securely. These notes are kept for 12 months after we finish our coaching relationship and then destroyed. Data protection laws will be observed at all times and your details will not be disclosed to others unless you request them to be.

Sometimes coaching can raise difficult issues and buried emotions. If, at any time, the coach feels that you are in danger of harm to yourself or others then we would discuss the need to seek alternative or additional help.

If you need to cancel an appointment, then please aim to give as much notice as possible.
Payment for the coaching session must be paid 48 hours in advance of the coaching session.
I acknowledge and accept the above consent and coaching conditions.
Signed:
Date: