



Privet House Therapy

Barwell

Leicestershire

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www.privethousetherapy.co.uk

Cancellations and Planned breaks

- If you are unable to attend the appointment, I require 48 hrs notice, as a result of cancelling an appointment without required notice, you will be charged the full session amount.
- You will be allocated a regular weekly time slot, if for any circumstance you need to reschedule this appointment time, please inform me as soon as possible and I can try and rebook the session for the same week.
- I require you to inform me with as much notice as possible if you are going to be late for an appointment.
- If you are late for a session and I have not heard from you, I will be there for you for the duration of the session. I will not work beyond the end of the agreed session, which will end on time.
- I will give you as much notice as possible of any intended breaks, if at the time of being offered your sessions you are aware of any holidays, please inform me as soon as possible.

Kind regards

Charlotte Wileman

Dip Counsellor