

This is an agreement between “TYMC” Leah Black and the “Client” who is the person receiving coaching, mentoring, consultancy, workshops, talks or training off TYMC and whom is agreeing to and signing this agreement.

- TYMC does not provide coaching, mentoring, training or other services to young people under the age of 18 without a joint parental/legal guardian and organisation or school/college referral, along with parental permission and consent to mentor and/or coach their child. TYMC does not work with children under 13 years old and does not provide one-to-one coaching online for under 18s, unless absolutely necessary e.g. travel restrictions. School, College or Organisation involvement is required to ensure a safe and joint approach to the adolescent’s development. By signing this agreement, the Client consents to being 18 years old or above, or the parent/legal guardian of the adolescent being referred to TYMC who will sign and submit this agreement as parental permission for their child to receive mentoring and/or coaching off TYMC. Further information will be sought by TYMC, if required, as part of the referral process for under 18s.
- Group work with under 18s is undertaken only in partnership with, and under the supervision of, a school or youth organisation. TYMC will strictly adhere to the organisers’ Child Protection & Safeguarding Policy and Procedures and will not be left unsupervised.
- TYMC follows the EMCC Global Code of Ethics: <https://www.globalcodeofethics.org/download-the-code/>
- As mentoring and coaching differ, TYMC will clearly define between them when coaching or mentoring the Client. This will be agreed with the Client verbally during a session.
- Mentoring is not supervision and therefore isn’t a replacement for reflective supervision or coach supervision. Neither is TYMC mentoring ‘ICF Mentor Coaching’ for credentialing purposes.
- Payment for individual sessions, training, consultancy, talks, workshops and discounted packages must be made upfront, unless otherwise agreed in writing. Fees and payment procedures will be clearly stated in the Client’s quote and invoice.
- The first three sessions must be carried out with the video camera on. This is to build trust and connection.
- Discounted one-to-one packages must be completed within 40 weeks’ duration from the Client’s first session.
- A minimum of four (4) paying Clients are required to run a TYMC group coaching, group mentoring or training program.
- For training, consultancy, talks and workshops, a quote can be requested after an initial consultation is carried out.
- Refunds will only be issued for unused sessions. For training and packages TYMC will detract the used sessions based on TYMC’s non-discounted hourly rate, which is clearly specified in the Client’s quote and invoice.
- TYMC holds absolutely NO responsibility for the career, relationships, life, decisions or actions or the physical or psychological health of the Client.
- TYMC is not liable for ANY losses by the Client; including but not limited to loss of profit, loss of finances, loss of business, loss of property or assets or breakdown of relationships.
- The Client holds TYMC completely harmless from the consequences of any actions carried out because of anything said between TYMC and the Client. Anything TYMC says should not be taken as ultimate advice. It is the client’s responsibility to make decisions and take actions for themselves and thus TYMC is NOT liable for any decisions nor actions of the Client.
- TYMC is completely harmless and NOT liable for any medical, physical, mental or psychological conditions being triggered or made worse as a result of coaching & mentoring.
- If the Client has a mental health illness they should first consult a medical professional or therapist.
- Coaching & mentoring is NOT a replacement for therapy, counselling or psychological help.
- The Client can cooperate with another helping professional such as a psychotherapist at any time.
- Therapeutic practitioners involved in the Client’s care must be informed by the Client of the Client’s intention to work with TYMC.
- The Client represents and warrants that they are psychologically well enough to be coached and mentored and will NOT hold TYMC liable for any pre-existing medical or psychological health problems and the Client hereby receives the coaching and mentoring at their own risk.

**TYMC Terms and Conditions** (Page 2 / 2)

- Sometimes mentoring and coaching aren't the right support for a Client. If TYMC feels, at any point, that a different type of support is necessary, TYMC may end the sessions with you and suggest that you are referred you to another a service like counselling for example.
- TYMC is not liable for any accidents or injuries inflicted on the Client during coaching in nature, camino coaching, nature mindfulness, nature connection or walking coaching. This type of coaching is carried out on public land and is undertaken solely at the Client's own risk. Available for over 18s only.
- TYMC adheres to GDPR regulations and confidentiality laws and holds the Client's information in the strictest of confidence, unless release is required by law for significant reasons such as child protection, safeguarding, a Duty to Warn if a Client is a serious threat to themselves or others, or for Mandatory Reporting of child abuse. See the TYMC Privacy Policy for further information and ask the Coach for further information.
- The Client should NOT contact TYMC about personal issues in-between sessions.
- TYMC will not provide testimonials, references, recommendations or reviews for coaching or mentoring Clients.
- TYMC Clients, and visitors to TYMC's website, do not have permission to copy, share, duplicate or disseminate TYMC's resources, activities, worksheets, wording in any documents or website and training content. The Client agrees not to use or share the Coach's intellectual property or materials with others.
- The Client should not pass TYMC's Zoom identification or number onto anyone without first gaining the permission to do so. All communication in-between sessions or from prospective Clients should be made via email to [leah@theyouthmentorcoach.com](mailto:leah@theyouthmentorcoach.com)
- TYMC or the Client may cancel or fully terminate the training, consultancy, workshops, talks and coaching or mentoring sessions by providing 48-hours' notice of termination in writing by email.
- In circumstances beyond control e.g. sickness, the Client and TYMC may cancel a training, talk, workshop, coaching or mentoring session by providing a minimum of 3-hours' notice via email. If 3-hours' notice is not given, the Client will be charged for their missed session. If TYMC cancels without 3-hours' notice the Client will receive a free session.
- The Client and TYMC agree to be on time for each of the sessions and not under the influence of mind-altering substances such as drugs, strong medication or alcohol.
- These terms and conditions may change and get updated from time to time. The Client will be informed of any changes and requested to sign an updated agreement.

***By signing this form both parties agree to ALL Terms & Conditions laid out in this agreement:***

Name of TYMC: \_\_\_\_\_ TYMC's Signature: \_\_\_\_\_

Name of Client: \_\_\_\_\_ Client's Signature: \_\_\_\_\_

Date of agreeing to and signing the "TYMC Terms & Conditions Agreement": ...../...../.....

If the Client is a parent/legal guardian of an adolescent under 18 years old being referred to TYMC, the adolescent must also read this agreement and sign here, under the supervision of their parent/ legal guardian.

Name of Adolescent Being Referred:

\_\_\_\_\_

Signature of Adolescent Being Referred:

\_\_\_\_\_

Date: ...../...../.....