#

11 Park Gate, Westcliff-on-Sea, Essex

# **Coaching Agreement**

**This agreement is made on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, between:**

1. **Life Coach:** Philip Ray, hereinafter referred to as “Coach”

2. **Parent/Guardian:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereinafter referred to as “Parent”

3. **Teen Client:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereinafter referred to as “Client”

The purpose of this contract is to establish the terms, roles, and expectations for life coaching sessions for the Client. Both the Parent and Client agree to the following terms.

##  1. Purpose of Life Coaching

Life coaching is a collaborative process aimed at helping the Client reach their personal and developmental goals. **Coaching is not therapy or counselling** but focuses on growth, accountability, and actionable steps.

Areas of Focus May Include (but are not limited to):

- Academic or career planning

- Personal development and self-awareness

- Confidence and self-esteem building

- Time management and organizational skills

- Communication and relationship-building

## 2. Roles and Responsibilities

**a. Role of the Coach:**

- Provide a supportive, non-judgmental environment for the Client to explore personal goals.

- Facilitate sessions through active listening, questioning, and offering guidance to help the Client identify solutions.

- Maintain confidentiality as outlined in this agreement, except in cases of harm or legal obligation.

**b. Role of the Client (Teen):**

- Actively participate in coaching sessions with honesty and openness.

- Complete any assignments or reflection exercises between sessions.

- Take responsibility for implementing strategies and decisions discussed during sessions.

**c. Role of the Parent/Guardian:**

- Support the coaching process without over-involvement in specific details of each session unless necessary.

- Provide payment for coaching services as agreed upon.

- Maintain a supportive and open environment for the Client’s growth and development.

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## 3. Confidentiality

The Coach agrees to maintain confidentiality of the Client’s personal information and coaching discussions. However, the Coach may disclose information under the following circumstances:

- If the Client poses a risk to themselves or others.

- If there is any suspicion or disclosure of abuse or neglect.

- If legally required by law or court order.

The Parent agrees to respect the confidentiality of the Client and understands that specific details of the coaching sessions will not be shared unless the Client consents, or the exceptions above apply.

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## 4. Coaching Process and Sessions

**a. Frequency & Duration:**

Sessions will be conducted \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and each session will last approximately 60 minutes. The number of sessions will be discussed and determined based on the Client’s goals and progress.

**b. Location/Format:**

Sessions will be held either in-person at 11 Park Gate, Park Road, Southend or virtually via Zoom.

**c. Session Content:**

Each session will focus on the Client’s goals and challenges. The Coach may assign exercises or reflections for the Client to complete between sessions.

## 5. Payment and Cancellation Policy

**a. Fees:**

The fee for life coaching sessions is £50 per session. Payments can be made via bank transfer or cash and must be paid before each session unless otherwise agreed upon.

**b. Cancellations and Rescheduling:**

A 24-hour notice is required for any cancellations or rescheduling. Cancellations made less than 24 hours before the session may result in a full charge of the session fee unless there is a valid emergency.

**c. Missed Sessions:**

If the Client misses a session without prior notice, the Parent will be responsible for full payment of the missed session.

## 6. Termination of Agreement

Either party (Coach, Parent, or Client) may terminate this agreement at any time with written notice. Any fees for completed sessions up until the termination will still be payable. Termination may occur if:

- The Client has reached their goals or the coaching process is no longer needed.

- The Coach or Client feels that the process is no longer effective or beneficial.

- Failure to meet payment terms or frequent cancellations.

## 7. Liability

The Client and Parent understand that **life coaching is not therapy and does not replace any mental health services**. The Coach does not guarantee specific outcomes but will work collaboratively to help the Client reach their personal goals. The Coach is not liable for the actions, decisions, or outcomes resulting from the coaching process.

##  8. Agreement and Signatures

By signing below, the Parent, Client, and Coach agree to the terms of this life coaching arrangement. This agreement will remain in effect until the termination of the coaching relationship, and all parties agree to uphold the responsibilities outlined herein.

Coach Name: Philip Ray

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teen Client Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_