

Rules of Coaching:

1. The Relationship you have with your Coach is a partnership. Your Coach is an outstanding professional whose sole focus is to empower you to attain the results you desire. In order to achieve the results you deserve, you must do your part by following through on the commitments you make. These commitments include showing up for every scheduled coaching session and completing any action items that you have committed to between sessions.

2. Your Coach has a 24 hour cancellation policy. Much like the doctors or dentists office, if you reschedule with 24 hours in advance all will proceed as normal. If you need to reschedule less than 24 hours in advance, or worse case, you completely forget a meeting or call then this will be considered a completed session and will be counted towards your coaching plan.
3. To take full advantage of your sessions make sure you are on time. Coach sessions are generally for 45 minutes, sessions complete on time so if you are late for a session it will still conclude 45 minutes after the arranged start time, not your time of arrival. Shorter and longer sessions are available, contact your Coach
4. If your session is by phone or skype you are required to contact your Coach on the phone number or skype name provided..
5. When you are having a coaching session ensure that you are in an environment in which you are able to totally concentrate and focus, free from interruptions. It is also important that you will have privacy so you don't have to worry about others overhearing your conversation. It is imperative you say whatever you need to say (speak your truth).
6. Group sessions are open sessions and therefore for 100% confidentiality to be assured each group participant agrees to keep the confidentiality of other participants in the group sessions, as they would like confidentiality of their personal stories too.
7. I understand that my Coach will occasionally be traveling as part of her commitment to further development and some sessions may be via skype, email and/or phone instead of in person.
8. Payment is required in advance for a 10 session commitment - by deposit into the Coach's bank account
9. Payment terms: in advance via paypal link or contact for bank details
jeni@sayyesc coaching.com

10. or on arrival for your session. Please ensure that you take initiative in this area so that your sessions can proceed without any misunderstandings. The sessions you are taking to make some changes in your life, so ensure that you put yourself first and make this commitment to yourself.
11. Coaching is not therapy and you will not be doing any therapy as part of the coaching program. We define therapy as dealing with the past. Our focus in your coaching is on getting results in both the present and in the future.

Preparing for your first meeting:

1. Complete the questionnaire (this will be emailed on sign up).
2. Bring a signed copy of the rules to your meeting, to confirm that you have read and understand the rules (emailed with the questionnaire).

Name:.....

Date:.....

Signed:.....