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KIDS LIFE COACH – CLIENT CONTRACT

This Contract needs to be read in its entirety and signed before we can begin. If you are using the latest version of Adobe Reader ([click here](#)), you can use the “Fill & Sign” tools to add a check mark to the appropriate box below, add your signature, and return to me by email at Star@KidsLifeCoach.com. Or you can print this document, fill in the check boxes and signatures, and fax to me with prior approval. Contact me to schedule faxing.

Session Contact Method

All *initial* coaching sessions by Kids Life Coach are conducted by telephone unless another method, such as Skype, is otherwise agreed upon. Contact method for *successive* sessions will be agreed upon by the coach and the parent.

Pros/Cons of Online Coaching

The coach is fully aware of parents’ fears and hesitations about using an online coaching service for their child. Online coaching is not a new concept; it’s one that is being used successfully for many coaching applications all over the world, for purposes of weight loss, goal planning, career support, and more. Since Kids Life Coach helps children in particular, I take every precaution necessary to protect you and your child and to build your and your child’s trust in me as a life coach. I also take very seriously all security and confidentiality issues, and I use a trusted, third-party security system for all my web services (see “CONFIDENTIALITY” below). By using an online coaching service, you save time and transportation costs, and you gain the ease of scheduling and time management. Probably most importantly, your child benefits from being able to talk to a coach from the comforts of your own home.

Session Breakdown

Each session is 60 minutes. At the agreed-upon time, the parent calls the coach at the given number.

The session includes:

First 15 minutes: Parent and Coach, identifying and reviewing goals

Next 35 minutes: Child and Coach, life coaching

Last 10 minutes: Parent and Coach, reviewing the call and the plan

Typical Coaching Duration

Typical coaching relationships include two 60-minute contacts per month and begins with a 3-month commitment.

Between Sessions

In between sessions, parents or children may call or email the coach at no extra charge, provided the calls last 10 minutes or less and the emails are brief. *Children should always obtain parental permission for calls and emails.*

Accidental Disconnect

If we disconnect for some reason, parents need to try calling the coach again within 10 minutes. Please do not expect a call back from the coach, as long-distance fees are the responsibility of the client. The time lost will be added on to your child's session at no extra cost. If we can't reconnect by phone, please contact me as soon as possible by text or email to reschedule an appointment.

Late Call

If the parent's session call to the coach is late but less than 15 minutes, the coach will reduce the amount of time used for the session but the parent will be charged the whole session fee. If the parent is 15 minutes late with the call, the coach will assume the session is cancelled, and the parent will forfeit the session fee. If this happens, please contact me as soon as possible by text or email to reschedule an appointment.

Missed Calls/Rescheduling

Please allow 24 hours to reschedule your call. Emergencies do happen and can be discussed. However, if a parent misses two sessions or calls, coaching for their child will be reevaluated.

Teamwork

Please trust that the child, parent, and coach are on the same team to work out solutions for the benefit of everyone involved. The coach works very hard to make this happen.

Confidentiality

The coaching relationship is built upon trust. As your coach, I will not disclose any information about you or your child to anyone without written permission from the parent. The exceptions to this rule are: a) if a child or parent discloses that he/she intends on hurting themselves or someone else, or b) any abuse or neglect is disclosed. In either of these cases, the coach has a legal and ethical duty to warn the parent and/or authorities. I will not release any personal information without the written consent of the parent/guardian unless mandated by law.

Storing Private, Personally Identifiable Information

Kids Life Coach complies with all legal requirements and professional conduct standards. I securely maintain coaching records for five years as required by BCC regulations. Please ask the coach any questions you have about confidentiality.

Informed Consent or Basic Understandings

By accepting this contract, the parent understands that:

- All comments offered by the coach to themselves and their child are solely for aiding the child and parent in achieving their identified purposes.
- Coaching is not therapy. The coach will help both parties better understand their situation and their own strengths and abilities to help them resolve the issue they bring to the coach.

- Issues may include any difficulty the parent or child may identify.
- The coach, parent, and child work toward the goals set out by the parent and child. They work as a team to carry out an active strategy to accomplish those goals.
- The coach may refer the parties to therapy or other services if deemed appropriate.
- **Coaching is not crisis intervention for issues such as suicide or domestic violence.** For immediate help, see my website under “Resources” and contact one of the crisis organizations.
- The coach is the owner of all coaching records in every form.
- THE CLIENT(S) ARE PROHIBITED FROM POSTING DIRECT INFORMATION ABOUT THE COACH.
- THE CLIENT(S) ARE PROHIBITED FROM POSTING VERBATIM INFORMATION FROM SESSIONS. This is to protect confidentiality.
- Requests for “friendship” online or replies to blogs or business contacts using social media will be ignored to protect client confidentiality.
- The coach and/or parent may choose to end the coaching relationship at any time.

Release of Liability

Parents release the coach from any liability, claim, suit, action, or compensation for damages that they believe arose from the coach or coaching relationship. This includes any actions, omissions, or commissions the parent or child may believe came from the coach or coaching relationship. This understanding includes any agent representing the child or parent.

Contractual Agreement

[] *I, the Parent of the Client, have read, understood, and agree with all terms set forth in this Kids’ Life Coach Contract.*

[] *I agree to let my coach document coaching hours with me to submit to the ICF for coaching certification (optional).*

Signature (enter your full name): _____

Printed Name: _____

Email Address: _____

Date: _____