

THE PARENT'S EDUCATOR

Coaching Agreement

The terms and conditions below apply to all coaching provided by The Parent's Educator ("the Coach") to any individual or organization ("the Client") and constitute the contract for the service to be provided by the Coach for the Client. The term 'coaching' covers parent coaching, youth coaching, academic coaching, life coaching, and personal coaching for Clients and where applicable includes mentoring or supervision services provided by the Coach.

In return for the fees payable by the Client (or by a third party on their behalf), the Coach agrees to provide the service as described below and in accordance with the terms and conditions set out below. The Client agrees to pay fees for the service on the terms and conditions set out below (in situations where a third party pays the fees, the third-party counts as an agent acting on behalf of the Client).

The date that the first paid coaching session takes place shall be deemed the start date for the service. Participation by any individual in the first paid coaching session constitutes acceptance of these terms and conditions.

Terms and Conditions

Format of Sessions: Coaching sessions will be either virtual using Zoom or in-person at 61 Richmond St – Unit 112, Amherstburg, ON N9V 1G1 (office) as agreed upon prior to the first coaching session.

Length of Each Session: As agreed between The Coach and the Client.

Online Coaching Portal: By registering for the online coaching portal the Client agrees that all materials and information relevant to sessions may be shared or retained in this portal.

Session Fees: In accordance with the Coach's current per session fee or fee for a program of sessions, or any other such fee as shall be agreed and notified to the Client. The Coach will confirm the fee in writing by email, unless otherwise requested.

Number of sessions for which payment is required in advance: To be agreed before coaching sessions commence.

Additional Sessions: The Coach may agree to provide additional coaching sessions after completion of the initial agreed session(s). These terms and conditions will apply to any additional sessions so provided and the Session Fees will remain the same as originally agreed except where the Coach notifies the Client in writing by email of a change to the Fee or to any other term or condition.

Dates and Times of Sessions: The date and time of the first session and any subsequent session will be agreed between the Coach and the Client by phone or email and confirmed by the Coach via email. Sessions can only be rescheduled in accordance with the section in these terms and conditions headed "Rescheduling Sessions."

Between Sessions: The Coach may assign the Client tasks or exercises to complete between coaching sessions. There is no obligation on the Client to complete these items of 'homework', but not doing so may slow the Client's progress in achieving desired goals or personal outcomes.

Where possible, Clients are requested to submit any information requested by The Coach relating to assignments at least 24 hours before the coaching session. This will allow both the Client and Coach time to prepare for the session. The Coach may provide feedback on completed assignments.

The Client may contact The Coach by e-mail or on the parent portal between sessions to seek clarification regarding anything arising from a coaching session or for administrative purposes (e.g., how the Client reschedules a coaching session or makes a payment). Additional coaching can also be provided between sessions. There may be an additional charge for this. The Coach will always advise the Client in advance if the nature of the Client's contact is likely to incur an additional charge and no such charges will be imposed without the Client's agreement.

Rescheduling Sessions: If the Client needs to reschedule a coaching session, 24 hours' written notice must be provided. Sessions that are missed without notice will not be re-scheduled. No refunds will be given to Clients for unused coaching sessions. In exceptional circumstances the Coach may need to reschedule a coaching session. In those instances, the Client will receive 24 hours' notice where practical.

Once the Client pays for an initial package of sessions, the sessions must be completed within 6 months of payment otherwise the payment for services is forfeited.

Early Termination: In exceptional circumstances, which may include inappropriate behavior by the Client, actual or potential conflict of interest, or other reasons, the Coach can decide to terminate the service to the Client early or refuse further coaching sessions to the Client. In such a circumstance the Client will be given reasonable notice of termination by the Coach where practical and will be refunded any advance payments made for coaching sessions not yet provided.

Payment Terms: Fees can be paid online by debit or credit card or by e-transfer using the link provided on the invoice. Receipts will automatically be issued for all services rendered via email, unless otherwise requested.

Fees are payable in advance of each coaching session unless otherwise agreed. Where payment has not been received by the Coach in advance of the coaching session the Coach is not obligated to provide the session.

THE PARENT'S EDUCATOR HAS A NO REFUND POLICY.

Confidentiality: Personal information provided by the Client in coaching sessions will be treated as private and confidential. It will not be disclosed to a third party without prior written consent from the Client, unless required to do so by law.

No Transfer of Intellectual Property: The Parent's Educator coaching program materials are copyrighted and original materials that have been provided to the Client are for Client's individual use only. The Client is not authorized to use any of The Parent's Educator's materials, intellectual property, or proprietary information for other purposes. No license to sell or distribute materials is granted or implied.

Limitations of Liability: The Parent's Educator's liability arising through or in connection with this Agreement or through or in connection with the completion of obligations under this Agreement shall be limited to fees paid by the Client to the Coach. To the extent it is lawful, neither Party shall be liable to the other Party for any loss, damage, costs, or expenses of any nature whatsoever incurred or suffered by the other Party of an indirect or consequential nature, including fees paid to other professional service providers.

Disclaimer: The Coach is not a psychologist, psychiatrist, social worker, counsellor, medical doctor, speech language pathologist, occupational therapist, physical therapist, or behaviour specialist, nor should these sessions be considered as a substitute for these other professional services.

Entire Agreement and Modifications: This Agreement embodies the entire Agreement between the Client and Coach relating to the subject matter hereof. This Agreement may be changed, modified, or discharged only if agreed to in writing by both parties.

INFORMED CONSENT

By signing below, I am indicating that I have read, understood, and agree to the terms and conditions of this coaching agreement in its entirety.

The Parent's Educator
Organization

Shannon Hazel
Coach's Name

S. Hazel
Signature

Client's Name

Client's Name

Signature

Signature

THE PARENT'S EDUCATOR