

## Sample Coaching Agreement

### ***Welcome!***

I look forward to working with you as your Champion Mindset Coach to achieve your specific goals, dreams and aspirations of what you want in your life. This is a Coaching Agreement between you (the coachee), your parent/guardian and I (the coach) that helps us to move quickly and in the right direction of those goals.

### ***What is coaching?***

Coaching is NOT therapy, or counseling, or a treatment for something wrong in anyone. It is for those who want to make better changes in their lives so that they can feel more empowered and fulfilled when facing challenges in life. Coaching services are not to be regarded as, or a replacement for, psychotherapy, legal counsel, or medical advice.

### ***As your coach, you can expect me to:***

1. Be open, honest and collaborative with you.
2. Ask important and relevant questions of you, some of which will challenge you both emotionally, mentally or even physically in order to move you closer to your goals
3. Provide safety, encouragement and support; an environment in which you can relax and explore
4. Respect the confidentiality agreement we make, to the extent permitted by law (in an organisational setting, we will also clarify the extent of the confidentiality before beginning the coaching relationship)
5. Grow your Champion Mindset, encourage new perspectives and stretch your imagination of what is possible
6. Give you objective and truthful feedback for your growth
7. Provide you necessary tools and information in accomplishing your goals

### ***Likewise, I expect from you as my client to:***

1. Be truthful and honest with yourself and me
2. Stay committed to your dreams and goals
3. Come out of your comfort zones; try new approaches and cross new barriers one step at a time

4. Tell me what is helping you or not in my coaching with you
5. Be open to my feedback and even offer suggestions that you feel may help you better
6. Take ownership for your thinking, actions and progress

***Your progress:***

Remember that the speed of your growth or effectiveness of the coaching process is dependent both on what we are going to learn as well as your willingness to change your mindset and take necessary action that lead to your goals.

You are ultimately responsible for your own actions and decisions. I shall not be held responsible for your actions and decisions or any consequences arising from our sessions.

Whilst we need to communicate our views openly and honestly, we shall do so in a cordial manner without any aggression or violence. No party shall exercise any form of aggression or violence, and should that happen, the other party shall be entitled to terminate this agreement immediately and/or seek appropriate compensation. The aggressive or violent party shall indemnify the other party for any damage, loss or expense suffered thereby.

If you face difficulty pursuing your goals, talk to me openly and be prepared to share other possible solutions that you can think of at our next sessions.

***Time:***

We have agreed to \_\_\_\_\_ sessions per month, each session lasting \_\_\_\_\_ minutes, for a period of \_\_\_\_\_ months and at the rate of S\$ \_\_\_\_\_ per session. Make our time together a priority. If for some reason, you are unable to make a session in person, we could arrange to communicate over the phone or Skype. If more time is needed in our coaching journey, we will discuss this further with your parent/guardian and extend the sessions if necessary.

***Cancellation or changes to sessions:***

Kindly provide at least 24-hour notice should you need to rearrange a session. Any cancellation with less than 24 hour-notice is chargeable at the full session rate.

**Recording of sessions:**

For purposes of factual clarity and accurate progress management, we agree that audio recordings of our sessions is necessary and done so at the coach’s discretion.

**Confidentiality:**

We agree to keep all information shared private and confidential between you and me.

If there should be an issue that I feel may endanger your life, I shall discuss with you &/or your parents the next steps. Depending on the severity of the situation, which include but is not limited to child and sexual abuse, suicide, causing gave harm to you or others involved, I have the absolute discretion to speak to your parents &/or any relevant authorities.

I, \_\_\_\_\_, have read and agree to the above.

\_\_\_\_\_  
Coachee/Client Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Coach Signature

\_\_\_\_\_  
Date

## **Client Information**

Name : \_\_\_\_\_

Home Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

In case of emergency, please notify:

Name : \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

### ***Personal Data:***

We respect your privacy and recognise that your personal data is important to you and is used for the purposes of providing services to you, to enhance your customer experience with us, to improve our services and to offer you rewards and promotions.

[ ] I would like to receive updates, promotional and marketing information from Champion Mindset Coaching Federation through my email, telephone and/or SMS at the details provided in this form.

### ***Disclaimer:***

I understand that MindChamps and the Champion Mindset Coaching Federation will not be held liable for any damages or injury sustained in the coaching process.