

## LIFE CARE PARENT COACHING POLICY

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### **Purpose**

Life Care Parent Coaching provides parents and caregivers with the opportunity to receive individual support and suggestions regarding strategies to improve their relationship with their child/ren.

Life Care Parent Coaching is provided by the Life Care Parenting Facilitator.

Parent Coaching may be required by the parent/caregiver prior to commencing, or following a Life Care Parenting Program they have enrolled in or provide a pathway for parents/caregivers to continue their development to enrol in future programs.

### **Booking Procedures**

Parents and caregivers requesting Parent Coaching Sessions will submit an online application to Parenting Facilitator and request an appointment.

They will be required to provide

- Name
- email address,
- contact number
- a short statement as to the purpose of their request,
- names, ages and relationship to the child of those attending the sessions and
- preference for in-person at the Life centre or telephone appointment

Child/ren under 18 years must not be present during the session either in person or within hearing distance of the discussion. Children over 18 years living with the family and who assist with the care of the child/children may join the meeting.

Once the enquiry is received you will be contacted to book in a time.

### **Duration**

Each session will be no longer than 60 minutes. If more time is needed/desired, a follow up session may be allocated. A limit of 3 to 4 sessions per year will available for each participant.

## **Requirements**

Prior to the first session, each participant will be given this policy to read and sign. Any fees will need to be paid prior to appointment. Each participant will also be required to sign our terms and conditions

## **Following each session the Coach will**

Complete the Parent Coaching File Notes that will be kept in a secure database. These details will include;

- Date of session
- Names and contact details
- Brief notes on the issues raised in the Parent Coaching session
- Suggestions given to parents/caregivers – these will also be emailed to the participants

Upon completion of a parent coaching session, your coach may suggest that you enrol in one of the upcoming programs that Life Care provides. For a list of current programs please visit [www.grlc.org.au/parenting](http://www.grlc.org.au/parenting)

Each participant will be asked to complete a short evaluation. This information will help us to ensure we are providing a quality service that continues to improve and develop based on the needs of our clients.

## **Fees**

A fee of \$40 is payable per session. Fee is non refundable.

Subsidies are available upon application.

Fees must be paid prior to the session and can be paid via direct debit or credit card details given upon application.

## **Privacy statement**

Please access our [Privacy Policy](#) in regards to how we manage clients' information.

## Terms and Conditions of Parent Coaching

Life Care Parent Coaching is a service to provide parents, guardians, grandparents or other caregivers (e.g. "the client") of children and teens individualized sessions that focus on prioritizing needs, planning and problem solving, skill development and offering resources and support. Life Care Parent Coaches are not advocates, mediators, therapists, or crisis responders.

Coaching is not a replacement for therapy. The client understands that successful coaching requires a collaborative approach between client and coach. In the coaching relationship the coach facilitates, guides and supports skill development and planning; the client is responsible for implementing any suggestions or advice given. Any suggestions and advice given to parents and caregivers are suggestions for strategies to improve their relationship with their child/ren. The suggestions and advice are not guaranteed and are in no way legally binding.

All information discussed between coach and client will remain confidential unless something is potentially illegal, unethical or a threat to any individual. Life Care Parent Coaches are mandated reporters. The client understands there is no legally privileged communication in the coaching relationship.

All coaching session hours require pre-paid registration and appointment. Coaching sessions may be in person at Life Care in Peakhurst, or by telephone, or video-conferencing. Coaching sessions may include parents, guardians, grandparents and other caregivers. Either coach or client may cancel and reschedule sessions in the event of illness or emergency by email or phone. 24-hour notification of cancellation is required for all other reasons in order to reschedule the session.

I have been provided with a copy of the Parent Coaching Policy and Procedures and the Privacy Policy.

Name \_\_\_\_\_ Signed \_\_\_\_\_ Date \_\_\_\_\_

I have read and agree to the above Terms and Conditions

Name \_\_\_\_\_ Signed \_\_\_\_\_ Date \_\_\_\_\_

