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**Name:** \_\_\_\_\_ **DOB:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Email:** \_\_\_\_\_

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### Appointments

- Therapy appointments are weekly (or as agreed), at an allotted time, for 50 minutes.
- Child & Tween Therapy (12 and Under) fee £80.00.
- Teen Therapy (13 – 17) fee £85.00.
- Adult (18+), Parent Therapy fee £90.00.
- Parent Consultation as required (30 minutes) fee £55.00.
- Breakthrough Session as required (60/90 minutes) fee £120.00/£180.00

### Payment and Cancellation Policy

- Payment is due 2 days in advance of your session, to secure your appointment.
- Payment is made online to: Business Account, Dawn Giulietta Rosser, 42298589, 09-06-66, Ref: Your Initials.
- If for any reason you are unable to make your session, cancellation notice is 48 hours, from the time of your appointment, otherwise the full fee is charged.
- Where possible, sessions can be rearranged for that week. Please ask.
- Please provide as much notice as possible for holidays.
- You will gain the most from this experience by regular attendance, being open and curious and working with the process outside of the sessions.

### Confidentiality

- Sessions are confidential, shared only between client, therapist and clinical supervisor.
- UKCP Safeguarding procedures are adhered to (<https://www.psychotherapy.org.uk/ukcp-members/standards-guidance-and-policies/>).
- Confidentiality will be broken if there is risk of danger to the client or anyone else disclosed.
- Breaks in confidentiality, where possible, are discussed with clients first, unless this puts the client or anyone else at risk.

Dawn Giulietta Rosser MA, UKCP Reg.

Soul Alignment | Coaching | Psychotherapy | Energy Medicine  
www.dawngiulietta.co.uk : 07786 962 952 : hello@dawngiulietta.co.uk

- Confidentiality will be broken without consent if relating to terrorism or drug money laundering.
- Permission needs to be gained from the child for information to be shared (<https://learning.nspcc.org.uk/child-protection-system/gillick-competence-fraser-guidelines>).
- Themes, not content, of children's sessions may be shared with parents/school to facilitate the process
- Meetings with a qualified Supervisor are attended monthly to discuss best practice. Client confidentiality is maintained.

**Record Keeping**

- Brief written session notes are kept with no personally identifiable details and stored in a locked cabinet.
- Personal information is kept separately and stored securely.
- In line with legal requirements, adult records are kept for a minimum of 7 years after the last appointment.
- Children's records are kept for 7 years after they reach the age of maturity (i.e. 18).
- Clients have the right to see the written notes, please do not hesitate to ask.

**By signing this Agreement you are consenting to the above Contract, Confidentiality and Record Keeping procedures.**

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

For Children:

I, \_\_\_\_\_, give my consent for Dawn Giulietta to work with my child,

\_\_\_\_\_ Age/DOB: \_\_\_\_\_ .

Signed (Parent / Guardian): \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_