

Code of Ethics

As your coach, I agree to abide by the following:

- Integrity
 - I will accurately and honestly represent my education, certifications, and other qualifications
 - I will ensure that no false or misleading claims are made, or implied, about my professional competence, qualifications or accreditation in any way, publicly or privately
 - I will act within applicable law and not in any way encourage, assist or collude with conduct which is dishonest, unlawful, unprofessional or discriminatory
 - I will not provide information or advice that I do not believe in or that I would not personally follow
 - I will be open about the methods used, and on request will be ready to supply the client and/or sponsor with information about the processes involved
 - I will honor all agreements with my clients and others, including contracts, scheduling, and assigned tasks
- Confidentiality
 - I will hold all discussions with my clients in the strictest confidence, except where doing so may cause harm to self or others
 - I will hold all discussions with my clients in the strictest confidence, unless release of information is required by law
 - I will ensure that the setting in which any session takes place provides a physically and emotionally safe environment in order to offer optimal conditions for trust, learning and reflection
- Conflict of interest
 - I will not exploit a client or seek to gain any inappropriate financial or non-financial advantage from the relationship
 - I will disclose any conflict openly with the client and agree to withdraw from the relationship if a conflict arises which cannot be managed effectively
- Terminating professional relationships and on-going responsibilities
 - I will respect a client's right to terminate an engagement at any point in the process, subject to the provisions of the service agreement
 - I will encourage the client to terminate the engagement if I believe that the client would be better served by another practicing member or a different form of professional help
 - My professional responsibilities continue beyond the termination of the professional relationship. These include:
 - Maintenance of agreed confidentiality of all information relating to clients
 - Safe and secure maintenance of all related records and data that complies with all relevant laws and agreements regarding data protection and privacy
 - Avoidance of any exploitation of the former relationship, which could otherwise call into question my professionalism or integrity
 - Provision of any follow-up that has been agreed to

I will conduct myself in accordance with this code of ethics whenever I am engaged in any coaching relationship or capacity