

**STELLA BILLEREY
THERAPIES**

Queer, ADHD Coaching & Inclusive Yoga

TERMS & CONDITIONS

INCLUSIVITY STATEMENT:

Neurodiversity and ADHD:

- a. We take pride in fostering inclusivity and are committed to adapting to the needs of neurodivergent individuals.
- b. Stella is diagnosed with ADHD and works as a Mental Health Occupational Therapist. Our coaching program is inherently inclusive.
- c. We continuously strive to learn and understand that everyone is unique.

Discussion of Requirements:

- a. During the discovery call, please feel free to discuss any specific requirements you have or enquire about how we can accommodate your needs.

Queer-Friendly Services:

- a. Stella is a queer person, and our services are 100% queer-friendly.
- b. We approach every interaction from a place of non-judgment and open-mindedness.
- c. Your lifestyle choices, sexual preferences, and gender identities are fully supported, regardless of their form.

ACCESSIBILITY CLAUSE:

Inclusive Service:

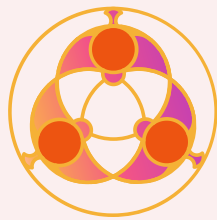
- a. We are dedicated to offering an inclusive service and accommodating various communication needs.
- b. Please inform us if you require captions for our Zoom meetings.

Communication Methods Between Session:

- a. Contact time between sessions is optional; however, it is recommended, particularly in the initial stages, as it allows valuable information gathering and ultimately frees up time in sessions.
- b. Between sessions, communication can be facilitated with Stella via email, voice notes, or text messages through platforms such as WhatsApp or Telegram.
- b. We are committed to utilising whichever method best suits your communication preferences.

Meeting Your Needs:

- a. Our priority is to ensure that your communication needs are fully met.
- b. Please don't hesitate to communicate any specific requirements you may have, and we will strive to accommodate them to the best of our ability.



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CONFIDENTIALITY CLAUSE:

Privacy:

- a. All information, including medical and personal histories, disclosed during individual sessions is considered private and confidential.
- b. Sessions are not recorded unless expressly requested by clients.

Coaching Sessions:

- a. All coaching clients will have access to the notes taken by Stella.
- b. These notes will be shared with clients in a password protected document, adhering to GDPR guidelines.

Protection of Client Identity:

- a. In discussions related to our work, such as our supervision, client identities are safeguarded.
- b. No names or personal details of clients are disclosed.

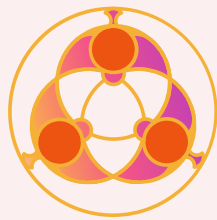
STELLA'S DYSLEXIA AND NOTE-TAKING:

Dyslexia Awareness:

- a. In addition to ADHD, it's important to note that Stella is also dyslexic.
- b. While every effort is made to ensure precision and accuracy, occasional spelling or grammatical errors may occur in written communication due to dyslexia.
- c. It is one of the aims of ADHD coaching is to dismantle internalised ableism. Stella kindly asks clients to extend this value to her, recognising that neurodivergent individuals may face challenges in traditional communication methods. Fostering an environment of understanding and acceptance is integral to the coaching process and it works both ways.

Understanding Errors:

- a. Any spelling or grammatical errors in written communication do not reflect a lack of care for our 1:1 clients or the coaching process.
- b. Please rest assured that our commitment to providing high quality service remains unwavering despite these occasional errors.



CONTENT OF 1:1 SESSIONS:

Person-Centred Approach:

Coaching is inherently person-centred, meaning sessions will vary depending on individual needs.

Format of the Sessions:

Regardless of the content of coaching, the format will be the same. Each session will start with a check-in, discussing events since the last session. We will then review previously set goals, celebrate wins and challenges, and close with goal setting.

Clarification of Role:

a. It is important for clients to recognise that while Stella is an Occupational Therapist and frequently works with individuals facing illness or trauma, coaching sessions are distinct from therapy sessions, and whilst they may feel therapeutic, they are not a substitute for therapy.

Seeking Additional Support:

a. If you find yourself navigating particularly challenging times, you are strongly encouraged to seek appropriate medical and psychological support.

Disclosure of Acute Psychiatric History:

a. If you have disclosed acute psychiatric history during our discovery call and we have agreed to work together, it is crucial that you share your crisis plan with Stella.

b. Please inform us promptly of any significant changes to your medication or state of mind.

Health Recommendation:

a. Recommendations concerning food, fluids, sleep, or supplementation are provided for educational purposes only.

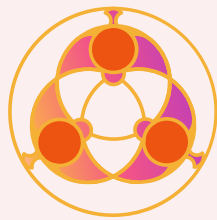
b. It reminds your responsibility to seek medical guidance for all aspects of your health.

Movement and Meditation Instruction:

a. As a highly qualified and experienced movement and meditation teacher, Stella is insured to teach somatic and embodied work.

b. These tools may be incorporated into your coaching sessions to enhance your experience and progress.

c. If you have any specific conditions such as injuries, pregnancy, or postpartum status, please inform us so that appropriate modifications can be made.



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HANDOUTS AND MATERIALS:

- a. Any handouts or materials provided during coaching sessions, including branded art and content, are intended for personal use only and must not be circulated, distributed, or reproduced without explicit permission from Stella Billerey Therapies.
- b. These materials are provided to enhance and integrate the coaching experience and are protected by copyright laws. Any unauthorised use or reproduction of these materials is strictly prohibited.
- c. Completing handouts is entirely optional. Coaching is not a one-size-fits-all approach, and there is scope for working collaboratively on handouts within session time.
- d. Handouts often challenge existing thought patterns, beliefs, and behaviours. It is important to acknowledge that ADHD does not exist in a vacuum. While cognitive-behavioural approaches can offer helpful tools for managing executive functioning challenges, attention, motivation, and emotional regulation are influenced by more than just individual effort. Structural factors—such as ableism, colonialism, capitalism's emphasis on productivity, and limited access to neurodivergent-affirming support—can significantly shape the challenges you experience.

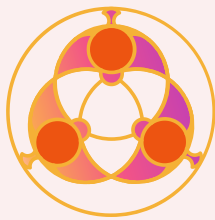
ADHD COACHING MONTHLY SUBSCRIPTIONS:

Inclusive Pricing:

- a. Our pricing structure is designed to be inclusive, with a pay-monthly framework. Clients may self-fund, receive funding through Access to Work, or be funded directly by their employers.
- b. We offer two scholarship placements at a 50% discount for low-income, queer, and other marginalised groups. These places are reserved for self-funding individuals experiencing financial difficulty.

Self-Funding:

- a. Once you have signed up online, a direct debit will be taken from your account monthly for 12 consecutive months.
- b. Please ensure you have sufficient funds to cover your coaching. If payment fails, your membership will automatically be cancelled.
- c. Please communicate with us should your financial situation change.



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RESCHEDULING AND CANCELLATION POLICY:

a. If you need to reschedule or change your coaching date(s), please provide a 24-hours' notice, or the session time will be forfeited from your subscription.

b. We understand that life happens. In cases of emergencies or unforeseen circumstances beyond your control, please inform us as soon as possible. We will assess each situation on a case-by-case basis, though changes are not guaranteed.

Punctuality:

a. Please make an effort to be punctual for your session, acknowledging the challenges this may present for individuals with ADHD.

b. Any missed time will not be added to the end of the session.

Notification of Absence:

a. Stella has never cancelled a client session to date. In the event that she is unable to attend, you will be notified as soon as possible, and a new session will be rebooked at a mutually convenient time.

Electronic signatures are acceptable, by signing you are agreeing to all terms stated above.

PRINT NAME:

PLEASE SIGN:

DATED: