



Coaching Guidelines

www.spiritoftransformation.com

The first session: This includes taking a personal history, so an hour and half is usually needed. Within two working days, you'll receive a brief summary of the main points of the call and any follow up links, recommendations or action steps that have been agreed. Please note that essences do not form part of the coaching packages and need to be ordered separately.

Follow up sessions: An hour is usually sufficient for follow up sessions.

Phone Consultations: Once booked, I'll tune in and await your call or go onto the conference call at the agreed time. Please ensure you won't be disturbed and can talk freely. A landline is usually best for stress-free reception. If you're overseas a good quality conference provider like zoom, skype or Facetime are all options. I prefer audio-only once we get going, as visuals can be distracting and use up bandwidth.

Session Times: Sessions are available 9.30– 6pm Mondays, Tuesdays, Thursdays and Fridays.

Timekeeping: Punctuality is our mutual responsibility. If you can't start the call on time please let me know, and be aware that I may not be able to make up the time. If delayed myself, I'll ensure you have the full session time or add it to the next one if that's more convenient for you.

Contact Times: You can leave a message between **9.30–6pm Monday-Friday** *I'm not available on Wednesdays*. I'm rarely able to pick up, but respond to messages as soon as I can. A scheduled call of up to ten minutes between appointments isn't charged for. Longer than this becomes a proportion of the hourly fee.

Confidentiality: Anything said or occurring in a session is confidential. If you'd also like it kept confidential that you're a client, please ensure that you tell me. Your peace of mind and clear boundaries are essential.

Frequency of Consultations: Sessions are usually every three to four weeks for steady progress or more often if there's critical change happening.

Essences: Essences are a powerful complement to consultations. Bach remedies balance the conscious mind; other essences release patterns from the unconscious, karmic level of cellular memory.

Alcohol: Essences usually contain a small amount of brandy or vodka in order to preserve them - please say if you need to avoid alcohol.

Between appointments: If an issue becomes difficult, take a Bach Flower mix and/or Revival Remedy. *The quickest way to release emotions is to feel them!* If you can, find a safe space to vent your feelings – in a parked car, at a music gig or on a sports field can be good. It's useful to note your feelings, dreams, physical symptoms and changes in thought or behaviour patterns between sessions, as they can change so much over even a short period. Essences often bring up for release the patterns that stop us experiencing the theme of the essences, such as abundance. ***When we release what doesn't serve us, we make room for what does.***

Payment: Sessions are bookable on the consultation web page: <https://spiritoftransformation.com/Consultations.htm#Cost> Bank transfer is also possible, please email for details.

Settlement Terms: If you choose to have an invoice emailed to you, it will need to be settled **before** the session by bank transfer, so please leave time for the money to transfer. If it's a standard amount, you can pay online at: <https://www.spiritoftransformation.com/Consultations.htm#bookonline>

Once you've finished your starter package or if you've already had an initial session, you can book follow up sessions either as individual sessions as a follow up package with a discount.

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Cancellation Policy: There is a 2 working day cancellation policy. e.g. if it's a Monday session, please let me know by the previous Thursday. If cancelling within 2 working days a cancellation fee of £60 is due. If cancelling on the day itself, full payment is due. This may be waived in the event of illness or emergency.

All packages must be completed within 6 months of the initial booking, unless agreed otherwise. It's your responsibility how you use a package and to get in touch before the expiry date if you need to renegotiate. I'm always happy to discuss extending the 'use by' date if unexpected life events disrupt your plans.

I look forward to working with you – soul to soul

Nikki Wyatt Dip CVM

www.spiritoftransformation.com

Please Note: Using essences is not a substitute for medical attention - if you are ill consult a medical practitioner.



Tel: +44 1273 77 33 24 Mondays, Tuesdays , Thursdays and Fridays 9.30am – 6pm