



A New Way of Being Schools and Services Training Contract

Private and Confidential

This is a legally binding contract between A New Way of Being Consultant/trainer and— School or setting. It acts as a legally binding agreement between the School/ Schools/ settings and a New Way of Being.

Before you sign this contract, please check that you fully understand it, and that you are in agreement with the contents and the terms and conditions of the contract. Once you have signed the contract it becomes a legally binding document and by signing you agree to abide fully by these terms and conditions. Please feel free to ask if you need help completing the contract, if you need the contract read to you, translated. or provided in larger print format. If there is anything you do not understand, please just ask for more information.

A New Way of Being- Private Consultations Terms and Conditions

1. If a training event is rescheduled for any reason, another event must be rescheduled no more than 14 days after it was adjourned. A New Way of Being must give at least 7 clear days' notice of it (that is, excluding the day of the rescheduled meeting and the day on which the notice is given).
2. Full Cleared payment is due 14 days after the Invoice has been issued.
3. Failure to pay on the due date will result in us sending an invoice reminder via email.
4. If you have received an invoice directly, and not made payment within the 14 days, your meeting date will be automatically cancelled.
5. We have the right to request legal advice in the case of non-payment, which might include seeking recourse through the Small Claims Court and our insurance company for non-payment of fees.
6. Our Fees are reviewed in March each year.
7. Contract reviews are normally carried out annually. Changes to the contracted training hours and / or fees will be updated on the website. Any subsequent training or work will incur additional costs.
8. It is a requirement of our insurance that a signed copy are signed and dated by the payee/ person booking the place/s on any given training event. We commit to complying with the conditions of our insurance and to providing appropriate services to all attendees.
9. A New Way of Being are committed to providing training and behaviour support strategies which can be used in school/the home/the family to help effectively support behaviour. In the unlikely event that we are unable to carry out the full consultation session/s due to unforeseen client circumstances, A New Way of Being will not carry out further consultations or sessions unless requested to do so.
10. In the unlikely event that we are unable to carry out the full work due to unforeseen consultant circumstances, A New Way of Being will seek to rearrange an additional training date within a 1-month period.
11. No refunds will be given once the full amount has been paid.

12. When the contract includes in-house whole school/service training, A New Way of Being must have final numbers of the number of attendees at least a month before the date set for the training to commence. On the day of which the training is delivered, 85% or more of the projected attendees must be in attendance for the training to take place.

13. If an attendee is late by 30 minutes or more to a pre-planned training session, either face to face or virtually, A New Way of Being cannot be held responsible for the potential loss of impact in the understanding and then implementation of any practices.

14. For in school or face to face training, any additional attendees over the number of places paid for, incurs a £14 per head fee will. This additional fee will be invoiced within 7 working days.

15. We reserve the right to ask you to leave immediately and without prejudice in the following circumstances (this list is not exhaustive)

- If an attendees behaviour threatens the safe running of the training or the emotional or physical safety of the trainers or others present.
- Immediate termination might include (but is not limited to) theft or personal physical or emotional attacks.
- If you fail to comply with any of our policies and procedures.

16. If you have not booked via the website and this contract has not been signed off 14 days after the date of issue, we will assume that you have declined a place on the training, and we will not be proceeding.

17. I understand that due to the current way in which A New Way of Being will need to conduct works, if the training or Service were to be hindered in anyway due to COVID-, A New Way of Being would evaluate how this support can best be continued in light of the events.

Signatures

A New Way of Being agree that we will provide training for school/ participants named on the booking form.

Signed: A New Way of Being

A New Way of Being

School/Service I / we agree to comply with the terms and conditions.

Name:

Signed School/Service:.....

Date:.....