

**COVID AGREEMENT for FACE TO FACE SESSIONS.**

**Government guidelines**

During the COVID pandemic, I will be following the government advice on how to stay safe. Should this advice change (whether nationally or locally), this may result in short-term changes to my practice. At all times, government advice will supersede anything in this agreement.

**Things I am doing to keep you safe**

I have introduced a number of measures in order to provide a safe environment for you.

- Counselling chairs have been set to metres apart, to allow for social distancing
- After each session, all contact surfaces will be disinfected
- I will no longer provide any drinks or tissues

**In order to keep a safe environment, this is what I require from you:**

- Please sanitise hands upon entry (this is on the left as you come in the door).
- Do not touch the door handles, I will open the door for you
- Keep your belongings with you
- You are welcome to bring your own drinks and tissues, but please take any rubbish away with you.

**Facilities**

The toilet is available for you to use if needed, please use the antibacterial wipes provided (these are on the ledge at the back of the toilet), to wipe around any surfaces that have been touched.

**Symptoms**

In the event that either you or I (or anyone in our households) develops symptoms, you **should not attend** the session person. Where possible, the session will be changed to a remote method. I will give you as much notice as possible in this case, I would ask that you do the same.

**Communication**

Should you need to contact me at short notice, the best way is to call (07544) 269118. If there is no answer please leave a message and I will get back to as soon as possible. Less urgent enquiries can be emailed to [enquiries@margaretheap.co.uk](mailto:enquiries@margaretheap.co.uk).

**Please confirm your preferred contact details**

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**Track and trace**

Should I test positive coronavirus, I may have to disclose people whom I have had close contact with, to the NHS. If I am required to do so, I will provide your name and contact number, no information around the nature of contact will be provided.

Should you test positive, I am happy for you to provide name and telephone to the NHS tracers.