

CYCLE COACH SCHOOL



Cycle Coach Training Service Agreement 2024

This service agreement is entered into upon enrolment into the online training program 'Cycle Coach' facilitated by Claire Baker, trading as Cycle Coach School Ltd. Cycle Coach is designed to initiate, educate and empower you to integrate menstrual cycle awareness (MCA) into your work as a facilitator. It is both a personal and professional journey with the intention of remembering and honouring the cyclic nature of all humans, but most specifically, women and all those who menstruate.

Upon purchase of the training program, you (herein referred to as 'Client') agrees to the following terms. Cycle Coach School (also referred to in this agreement as 'Company') agrees to provide the following services to the Client:

- 7 x live group training calls for sharing, discussion, journeying and exploring of Menstruality embodiment practices. Recordings will be available for all calls.
- Monthly pod support calls with a small group and Cycle Coach mentor.
- 18 x self-study training lessons delivered in the 'hub' split over four modules.
- Cycle Coach workbooks with reflection exercises for each lesson and module.
- Templates, tools, questionnaires, charts, practices and meditations for the Client to use themselves and with their own clients.
- Extra readings, resources and recommendations for further research.
- Guest teacher lessons and conversations.

- A private Facebook group for connection, discussion and support.
- Access to Claire Baker over email and Voxer (audio messaging service) for questions and support over the duration of the training.
- A listening partnership with another trainee.
- A peer group for professional supervision and support.
- Access to previous trainee guest teacher lessons.
- The opportunity for the Client to teach their own lesson in Cycle Coach.
- The optional assessment and certification route (certification criteria provided on page 5) will provide the Client with:
 - certification as a Cycle Coach, endorsed by Cycle Coach School.
 - featured in the Cycle Coach School online directory and Instagram account.
 - the option of pursuing professional membership and insurance with the International Institute of Complementary Therapies (IICT) and the International Practitioners of Holistic Medicine (IPHM).

Terms of Purchase

This agreement is entered into on this date between yourself and Cycle Coach School for the 6 months of the Cycle Coach training program. Client agrees to abide by all policies and procedures as outlined in this agreement as a condition of their participation in the Program. Cycle Coach School agrees to provide the above services for 'Cycle Coach'. The Client agrees to abide by all policies and procedures as outlined in this agreement as a condition of participation in Cycle Coach.

Disclaimer

The Client acknowledges that neither Cycle Coach School, Claire Baker, Cycle Coach mentors, any affiliates, nor any of their respective employees, agents or third parties make any warranty as to the results or growth that may be obtained from this program.

The Client is to take 100% responsibility for their own growth and agrees that results are dependent on various factors including but not limited to, commitment and dedication, time availability, life circumstances, mental, physical or emotional wellbeing, professional and personal experiences and openness, and is in no way solely dependent on any information the Company provides to Client.

Client's responsibility to gain maximum value will include but is not limited to, completing lessons and reflections exercises, attending and contributing to group calls or watching recordings, participating in the Facebook group, experimenting with practices, staying connected to the journey and their own Menstruality, asking for support when needed and being committed to the listening partnerships and peer group supervisions.

While the Company is committed to delivering the highest quality experience possible, the Client acknowledges that Cycle Coach School does not warrant that the training will be uninterrupted or error free; nor do they make any warranty as to the the timeliness, sequence, accuracy, reliability, completeness, or content of any information or service provided through the Program. The Company cannot be held responsible if 'Cycle Coach' does not meet Client expectations or the Client does not achieve desired results.

Personal Responsibility

The Client joins the program with the full understanding that they are responsible for their own physical, mental, emotional and spiritual health and wellbeing throughout 'Cycle Coach'. Cycle Coach School and Claire Baker will not be held liable for any injuries or medical conditions, illness, loss, property damage, death, or emotional issues that may occur, are sustained or aggravated during or after your participation in the online program. There will be movement practices in the program; the client agrees to work with the capabilities of their own body and to advise Claire Baker if there are significant limitations they should be aware of. If the Client is in any doubt about their ability to participate in any practices, the Client should contact Cycle Coach School or Claire Baker to discuss, choose to 'opt out' or adapt the practice to suit their personal capability.

'Cycle Coach' will be exploring topics that may be sensitive including menarche, trauma, physical, mental and emotional health issues, female oppression and more. The client agrees to establish and utilise their support systems and will seek professional mental

health support if they feel they need it, while undertaking this training. Cycle Coach School will not be responsible for any loss caused by the Client's attendance in the program.

Client also understands that Claire Baker and Cycle Coach School team and mentors are not psychologists, psychotherapists or medical professionals and should not be treated as such. Whilst the Program may offer therapeutic benefits, it should not be considered a substitute for therapy or professional counselling. Client understands that Claire Baker and Cycle Coach School have not promised, shall not be obligated to and will not; (1) act as a therapist providing psychoanalysis, psychological counselling or behavioural therapy; (2) provide references for professional therapy or medical services; (3) introduce Client to Claire Baker's full network of contacts, business partners or service providers. Client understands that a relationship does not automatically exist between the parties after the conclusion of this program. If the Parties continue their relationship, a separate agreement will be entered into.

Payment Terms

The total price of Cycle Coach in 2024 is £3150. The Client agrees to pay the full amount of the program either upfront or via the payment plan option of £355 payments over 9 months. If a payment plan option is chosen, monthly payments must be completed on time. If the Client's payment plan deduction defaults, and without communication, it is in the discretion of the Company to temporarily suspend access to all the Company's online materials, resources and online groups until the payments are made in good standing, and up to date with the financial agreement. An administration fee of £50 will be issued if a payment defaults 3 times and subsequently requires follow up.

Refund Policy and Financial Obligation

The Client acknowledges that by committing to Cycle Coach, the Client is committing to fulfil the financial obligations for their participation. There are no refunds for this training.

Confidentiality

This is a mutual non-disclosure agreement. Within the container of 'Cycle Coach', there may be sensitive and highly private details and experiences shared. Claire Baker, Cycle Coach School and Cycle Coach mentors will not, at any time, either directly or indirectly, use any of your personal information for their own benefit or disclose or communicate in any manner, any information to any third party.

The Client acknowledges that as a condition of their attendance in the Program that they too will commit to the sacredness of confidentiality. This means that details shared in the group calls, listening partnerships, peer supervisions or Facebook group will be held in the strictest confidentiality. Any private information shared during the program belongs to the Participant sharing it. All other Parties agree not to disclose, reveal or make use of any confidential information shared within 'Cycle Coach', unless explicit permission has been granted. This includes sharing photos of group calls on social media with names and faces clearly shown, unless explicit permission from all parties has been given. This agreement of confidentiality also applies to the third-party disclosure of names, email addresses, company titles or positions, phone numbers and mailing addresses.

Certification Criteria

The Client acknowledges that certification is optional and not automatic upon enrolment . The Client agrees to complete the assessment process and fulfil all requirements for certification if that is their chosen route. There is no deadline for the Client to submit all requirements. The certification criteria for 2024 is:

1. Fees fully paid.
2. Every lesson in the Cycle Coach training completed.
3. Accepted and signed the Cycle Coach training agreement.
4. Accepted and signed the Cycle Coach Code of Conduct.
5. Confirm completion or submit completed module workbooks & reflection exercises.
6. Attended 100% of the group training calls with Claire or watched the recordings.
7. Successfully completed and submitted all 5 sections of the Cycle Coach assessment.
8. Contributed to the group dynamic, eg. participated in the Facebook group or contributed during the group calls.
9. Participated in a listening partnership - 6 sessions minimum.
10. Participated in a peer supervision - 4 sessions minimum.
11. Received coaching from a certified graduate of Cycle Coach school - 3 sessions required with coaching fees paid directly to your chosen coach.
12. Feel in alignment with the Cycle Coach modality and confirm that being associated with Cycle Coach School and known as a proud graduate of the training program is desired.

Once certified, you'll be eligible to apply for global recognition through the International Institute for Complementary Therapies (IICT) or the International Practitioners of Holistic Medicine (IPHM) as a Menstrual Cycle Coach for professional membership and insurance purposes. The Client will receive a certificate as a Cycle Coach, endorsed by Cycle Coach School. The certification criteria is subject to change and Cycle Coach School reserves the right to amend the criteria when deemed necessary.

Intellectual Property

The 'Cycle Coach' material given to the Client over the course of the program has been developed by Claire Baker and Cycle Coach School and is proprietary and copyrighted. The lineage of the Menstruality work will be explicitly referenced throughout the training. The Client agrees to reference any original materials that have been solely and specifically developed by Claire Baker and that are unique to Cycle Coach School. The client is free and encouraged to share and reference the practices, resources, ideas and frameworks delivered within the training, however any explicit plagiarism, sale or reproduction of the training program 'Cycle Coach' by the Client is strictly prohibited.

All intellectual property shall remain solely and exclusively the property of Claire Baker and Cycle Coach School. The Client agrees not to infringe any copyright, patent, trademark or other intellectual property rights. Further, the Client agrees that if the Client violates, or displays any likelihood of violating any of the agreements contained in this paragraph, Cycle Coach School will be entitled to remove the Client from the training and will seek financial compensation as a result of infringement.

Liability

The Client agrees they purchased Cycle Coach at their own risk. The Client releases Claire Baker, Cycle Coach School, Cycle Coach mentors, employees, participants, and related entities in any way from any and all damages that may result from any claims arising from any agreements, all actions, causes of action, contracts, claims, suits, costs, demands and damages of whatever nature or kind in law or in equity arising from your participation in this training. Client accepts any and all risks, foreseeable or unforeseeable.

Client agrees that the Company will not be held liable for any damages of any kind resulting or arising from including but not limited to; direct, indirect, incidental, special,

negligent, consequential, or exemplary damages happening from the use or misuse of the services provided.

Termination

Claire Baker is committed to providing all Clients with a positive experience. By accepting below, the Client agrees that Claire Baker and Cycle Coach School may, at their sole discretion, terminate this Agreement, and limit, suspend, or terminate Client's participation in the program without refund or forgiveness of monthly payments if the Client becomes disruptive or disrespectful to the Company or Participants or difficult to work with. Under these circumstances, Client will still be liable to pay the total Program amount.

Entire Agreement

This Agreement constitutes and contains the entire agreement between the parties with respect to its subject matter, supersedes all previous discussions, negotiations, proposals, agreements and understandings between them relating to such subject matter, and may not be modified, amended, or discharged, nor may any of its terms be waived, except by an instrument in writing signed by both parties in duplicate. If any provision of this Agreement is held by to be invalid or unenforceable, the remaining provisions shall nevertheless continue in full force. The failure of either Party to exercise any right provided for herein will not be deemed a waiver of that right or any further rights hereunder.

By enrolling in this program, I acknowledge I have carefully read and agreed to the working agreements above.

Name:

Signature:

Date: