



CERTIFICATE OF PROFESSIONAL INDEMNITY AND PUBLIC LIABILITY INSURANCE

Policy Number Name of INSURED	52233 Tania Le Marinel
TRADE or BUSINESS	<p>Assertiveness training for work Training the individual for work situations where the individual may have been prone to saying Yes when assertiveness may have been better employed. Learning in particular the difference between assertiveness and aggression, when to be assertive and when not to, the beliefs underlying assertive and non - assertive behaviour, what makes people behave the way they do, the characteristics of assertive behaviour - what to do and what to say, why body language is crucial and how to use it and how to handle other people's reactions.</p> <p>Business Coach The role of the Business Coach is to coach business owners to improve their business through guidance, support and encouragement. They help the owners of small and medium sized businesses with their sales, marketing, management, team building and so much more. Just like a sporting coach, your Business Coach will make you focus on the game.</p> <p>Career Coaching Career Coaching deals with the issues that surround an individuals career. This includes assessment of client values, skills, careers and personality for the purpose of designing ideal work/job profile. Designing and creating with the client an ideal work profile which includes outlining type of work to be performed, work environment, personality traits, etc. Assisting with resume and CV editing and revision, interview preparation and practice, networking preparation and practice.</p> <p>Coaching - Life and Executive Coaching A personal service to an individual or group that is non-judgemental, non-directional and does not provide advice or direction, but will assist to perform challenge stimulate and guide. No cover is provided for Sport Coaching or Financial Coaching</p> <p>Coach Supervisor Supporting and supervising the development of new and experienced Coaches. Coaching is generally described as: A personal service to an individual or group that is non-judgemental and non-directional but will challenge, stimulate and guide the person being coached towards their stated aims and goals.</p> <p>Coach Trainer or Tutor</p>

Acting as a teacher or individual tutor to train Coaching but excluding any liability arising from the management and control of a Training Establishment, Clinic or College. Coaching is defined as a personal service to an individual or group that is non-judgemental, non-directional and does not provide advice or direction, but will assist to perform challenge stimulate and guide, but specifically excluding Sport Coaching and Financial Coaching.

Culture change training

Providing a general introduction to the "British" culture for newcomers, both adults and children, and / or a cultural introduction for employees and their families moving between different cultures. This service is usually provided to employees of large international companies who have employees in many different countries, and use this service to ease the cultural transition for their employees and their families when they move within the same firm between countries. No cover is provided if the training has any involvement with immigration or the grant of British Citizenship.

Depression at work awareness training

A training programme to raise awareness about how to effectively manage depression and anxiety at work. This programme gives managers, employees and organisations the knowledge and skills to do this with confidence.

Diversity & Dignity at Work Awareness Training

A teaching program to raise aware about Diversity & dignity @ work and what they mean, to understand how diversity impacts us as employees, our function, our customers and communities, to raise awareness and understanding for the business case for diversity, to understand Company policy on diversity and dignity @ work. To clarify roles and responsibilities as Supervisor/Employee and become familiar with relevant legislation

Facilitator

A facilitator leads a group about their purpose. It encompasses the support role of a trainer but is not concerned with the actual subject matter or purpose of the meeting except so far as is necessary to guide the group in an effective manner. The role is also likely to assist and implement the design the meeting process and structure best suited, required or necessary for the group to achieve its goals and objectives. If an independent person is facilitating / leading the process of meetings, retreats, teambuilding or strategy sessions this provide participants or attendees the opportunity to concentrate all of their attention on the content without the potential distraction of concern regarding meeting structure.

Health & Lifestyle Trainer

Hearing Therapy

A Hearing Therapists role is to provide a comprehensive rehabilitation service for adults who have hearing difficulties and/or associated disorders

Leadership training

The training of leadership. Leadership is the ability to facilitate action and guide change by individuals in groups or organisations. To lead is to direct, supervise, encourage, inspire, and co-ordinate. A good leader develops personal leadership skills and encourages and trains new leaders who will follow

Life Coaching

A personal service to an individual or group that is non-judgemental, non-directional and does not provide advice or direction, but will assist to perform challenge stimulate and guide. No cover is provided for Sport Coaching

Management Consultant to the Social Care Industry

Acting in a business advisory role as a management consultant to the Social Care Industry.

Management Training - appraisal skills

To equip managers with the skills and tools required to prepare, deliver and evaluate performance appraisal on others

Management Training and advice on communication skills

Advice about and the training of the individuals ability to influence, motivate, inspire and communicate with others in the work place.

Management Training - disciplinary skills

Training individuals or groups to understand and undertake effective disciplinary processes, implimentation and procedures in the work place

Management Training - interview skills

Training individuals or groups to understand the techniques necessary in order to undertake effective interviewing and the implimentation and procedures to improve interviewing in the work place

Management Training - performance skills

Training individuals or groups to understand peformance and undertake effective processes, implimentation and procedures to bring about greater performance in the work place

Management Training - personal effectiveness

Training individuals or groups to understand personal effectiveness and undertake effectiveness processes, implimentation and procedures to bring about greater effectiveness in the work they perform

Management Training - presentation skills

Training individuals or groups to understand effectiveness visual, verbal and written presentation and personal projection in the work place

Management Training - self management

The training of the individual to self manage themselves effectively, without the need for outside influences, in the work place

Management Training - team leadership skills

The training of leadership in the work place. Leadership is the

ability to facilitate action and guide change by individuals in groups or organisations. To lead is to direct, supervise, encourage, inspire, and co-ordinate. A good leader develops personal leadership skills and encourages and trains new leaders who will follow

Management Training - team working

The training of individuals to work effectively within groups

Management Training - time management

The training of the individual to self-manage their time effectively without the need for outside influences, and thus become more effective, in the work place

Management - setting up & running a small business

The training of the individual in the knowledge of and dealing with the various elements needed to set up and run a small business. Excluding any financial advice.

Mentoring

The process in which an experienced colleague is assigned to an inexperienced individual and assists in a training or general support role

Neuro Linguistic Programming

NLP is the acronym for Neuro Linguistic Programming. The goal-oriented approach to problem-solving and modelling success developed by Richard Bandler and John Grinder, characterised by a focus on structure and process rather than content.

Neuro Linguistic Programming Training

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Personal Development

Personal development (also known as self-development or personal growth) comprises the development of the self

Psychometric assessment

The branch of psychology that deals with the design, administration, and interpretation of quantitative and or qualitative tests for the measurement of psychological variables such as intelligence, aptitude, and personality traits.

Stress Management

The most commonly accepted definition of stress (mainly attributed to Richard S Lazarus) is that stress is a condition or feeling experienced when a person perceives that "demands exceed the personal and social resources the individual is able to mobilise." Stress Management is working with individuals so they may manage their stress to within the resources they have available

	<p>Stress Counselling The most commonly accepted definition of stress (mainly attributed to Richard S Lazarus) is that stress is a condition or feeling experienced when a person perceives that “demands exceed the personal and social resources the individual is able to mobilise.” Stress counselling is working with individuals so they take charge of and control the stress they experience to fall within the resources they have available</p> <p>Train the Trainer Training the trainer of disciplines, therapies or business practices that are covered under this policy.</p> <p>and no other for the purpose of this policy</p>
Date of commencement of insurance	22 Aug 2013
Date of expiry of insurance	21 Aug 2014 expiring at Midnight
Limit of Indemnity	£ 1000000

Signed for and on behalf of



Insurances

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