



The Pillars of the It's Time For Me

It's Time For Me is here to empower each member to come back to their true self, remember the strength and power they hold and to inspire them to lead themselves into a way of living that feels in alignment with their personal energy.

As part of doing that It's Time For Me wants to ensure a safe and respectful community, both online and offline, where each person feels welcome, regarded and safe to share their own personal experiences and stories.

Please take a few minutes to read the below Pillars and if you wish to be a member of It's Time For Me, I would ask you to sign this form and return to me by email. You can do this by printing it off, signing and emailing a photo or scanned copy. If you have no access to a printer, please send me a separate email with this document attached; confirming that you have read it and agree to the Pillars of It's Time For Me.

This is an agreement between the undersigned and "It's Time For Me" [It's Time For Me including Caroline Meade and any of her agents].

1. Guidance & Supports

The main part of being a member of "It's Time For Me" is receiving guidance through teachings, classes and written/audio content. Caroline Meade creates all of this guidance in her capacity as a Life Coach and this content is not a replacement for psychological or medical advice from qualified professionals.

As a member I understand and agree that the guidance I receive is open to my interpretation and perspective. I understand that upon becoming a member that if any of the teachings, classes or audio/written content bring up difficult issues or responses for me that I am responsible for seeking external support from qualified professionals.

A suggested list of supports are available below, which should be available worldwide in your local area:

- Your General Practitioner (GP)
- Counsellors/Psychotherapists
- The Samaritans
- Alcoholics Anonymous
- Al-Anon
- Gamblers Anonymous
- Rape Crisis Support
- Narcotics Anonymous
- Domestic Violence Support

In Ireland, other services are also available from:

- Pieta House
- Aware
- Women's Aid
- Spun Out
- See Change

These are not a complete list, nor are they a recommendation for any particular service; and there may be other similar services you can seek out in your local area.

2. Values

- (a) As a member I understand the importance of and agree to respecting each member within the community.
- (b) As a member I understand the importance of and agree to respecting "It's Time For Me".
- (c) As a member I understand and agree that respect includes but is not limited to:
 - Communicating politely with other members and "It's Time For Me".
 - Refraining from the use of aggressive language or hate speech.
 - Not discriminating against any other member.
 - "It's Time For Me" will monitor the above and make sure that any disrespectful behaviour is dealt with privately.
- (d) As a member I understand that I am to receive respect from other members and from "It's Time For Me".
- (e) As a member I agree to respecting the following guidelines:
 - "It's Time For Me" can be contacted directly via email on Monday to Friday 9am to 5pm or via the WhatsApp Group only. Please allow one working day for a response. Private WhatsApp messages and phone calls to "It's Time For Me" are not allowed.
 - Should I choose to be part of the WhatsApp Group I agree that this is a gentle, supportive and uplifting space where no negative comments, rude words or behaviour will be tolerated; and I may be removed from the group if I do not adhere to this.
 - "It's Time For Me" is not a substitute for supporting myself; and the outcomes I do or do not experience during my time as a member are my own responsibility.
 - Your monthly payment is the cost of the content you receive and is payable in advance. Your payment comes out on the same date each month.

Payments are handled by PayPal externally and it is the responsibility of each member to have an active card and sufficient funds.

Missed monthly payments can occur and PayPal will attempt to take a missed payment twice more after the original payment date. If upon the third attempt your payment cannot be collected your membership will automatically cancel.

Should your current debit/credit card expire it is the member's responsibility to update the new card details via PayPal. If you are unable to do this you can contact "It's Time For Me" by email to confirm

you would like a new payment link to be sent to you; and this allows you to add new card details.

If your membership does cancel as a result of payment issues you are of course very welcome to re-join, please just get in touch with "It's Time For Me" by email.

- (f) As a member I understand that if I break any of the values or guidelines that "It's Time For Me" will speak with me privately and I may be asked to leave the membership. No other group member will be aware of the content of the discussions.
- (g) "It's Time For Me" endeavours to keep your personal information confidential at all times.

3. Personal Responsibility

- (a) As a member of "It's Time For Me" I understand and agree that I am responsible for engaging with the content that is provided to me, as part of my chosen options, and I can avail of this content as often or as little as I wish.
- (b) As a member of "It's Time For Me" I understand and agree that the content and guidance provided to me does not guarantee life improvements or changes.
- (c) As a member of "It's Time For Me" I understand the importance of reading emails from "It's Time For Me" to keep up to date on any guideline changes or important information that I need to be aware of. I agree that it is my personal responsibility to do so.
- (d) As a member of "It's Time For Me" I understand and agree that "It's Time For Me" is not responsible for providing me with any extra services or support outside of what I have signed up for.
- (e) As a member of "It's Time For Me" I understand and agree that "It's Time For Me" is not responsible for how certain content or topic may bring emotions/thoughts/feelings to the surface and that I understand if this happens I will need to seek external support.

4. A Safe Space for Everyone

As a member of "It's Time For Me" I understand the importance of and agree to the above pillars so that it is a safe space for me, my growth and my wellbeing and for the wellbeing and safety of every other member.

I also understand and agree that "It's Time For Me" will do their utmost to keep the community a safe and welcoming space.

I, _____, agree that as a member of "It's Time For Me" I acknowledge that I have read the above pillars and confirm that I understand them and will adhere to them.

Signature: _____

Date: _____