



AGREEMENT TO MEDIATE

About Mediation

Mediation offers a constructive way to:

- discuss arrangements for the future
- resolve disputes cooperatively
- reduce conflict and emotional stress
- prioritise the needs of children and family wellbeing

Mediation is:

- voluntary
- a safe space for difficult conversations
- impartial (the mediator does not take sides)
- confidential and private
- focused on helping you remain in control of decisions

Mediation provides an opportunity to make informed, practical decisions about your future.

This Agreement sets out how mediation will take place in accordance with the Family Mediation Council (FMC) Code of Practice (current version available at www.familymediationcouncil.org.uk).

1. Voluntary Process

Mediation is voluntary. You may end the process at any time. The mediator may also suspend or terminate mediation where it is unsafe, inappropriate, or unlikely to be effective.

2. Impartiality

The mediator is impartial and independent. No judgement is made, and no advice is given in favour of either participant.

3. Role of the Mediator

The mediator manages the process, facilitates communication, and provides general legal and financial information where appropriate. The mediator does not provide legal advice or impose decisions.

4. Decision Making

All decisions remain with you. Any agreements reached are made jointly and voluntarily.

5. Children and Young People

Where children are involved, their welfare is central. You will be supported to focus on arrangements that promote their wellbeing. Child-inclusive mediation may be offered where appropriate.

6. Safe and Respectful Environment

Mediation requires a safe, respectful environment. Any concerns about intimidation, coercion or safety must be raised. The mediator may end mediation if safety cannot be maintained.

7. Confidentiality

Mediation is confidential and conducted on a without prejudice basis. This means discussions, proposals and possible outcomes cannot be referred to in court unless disclosure is required by law or both participants agree in writing.

You agree not to record mediation sessions or share discussions with third parties, including on social media or with children or young people, unless expressly agreed. Any accidental recording must be deleted.

Mediators have a professional duty of confidentiality. You agree to keep discussions private, although you may share information with professional advisers.

Discussions within mediation are not legally binding. The mediator may prepare summaries of proposals which remain without prejudice. You agree not to call the mediator as a witness.

Mediation relies on openness and honesty. Relevant factual information must be shared. Communication will be open unless otherwise agreed.

The mediator's personal notes are not shared, although summaries may be provided.

Because mediation is confidential, you should feel able to speak openly. Where separate

Angelique Edkins | Family Mediator (FMC Registered, FMA Member)
Heart of England Family Mediation | Appointments available online and at agreed venues
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meetings take place, these will usually be treated as private, and the mediator will agree with you what information may be shared.

8. Exceptions to Confidentiality

Confidentiality may be overridden where there is risk of harm, safeguarding concerns, or legal obligation.

9. Separate Sessions

The mediator may meet participants separately and will explain confidentiality arrangements.

10. Data Protection and Privacy

Your data is processed in accordance with UK GDPR and the Data Protection Act 2018. Please refer to the Privacy Notice. Data is retained for up to six years and may be accessed for supervision or complaints handling.

11. Financial Disclosure

Full and honest financial disclosure is required. Financial information is open and may be used in legal proceedings.

12. Communication

Communication is open and transparent unless otherwise agreed.

13. Online Mediation

You must ensure privacy and that you cannot be overheard. Recording is not permitted. Sessions may be paused or terminated if conditions are not appropriate.

14. Professional Standards and Complaints

This service operates in accordance with FMC and FMA standards. Concerns should be raised initially with the mediator. If unresolved, complaints may be referred to the FMC.

15. Fees and Costs

Fees are set out in our Fees and Costs document and include:

- MIAM: £125 per person
- Mediation: £125 per hour per person
- Documents: £250 per document (£125 per person)

A minimum of 48 hours' notice is required for cancellation. Late cancellations are chargeable.

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16. Commitment

You agree to communicate respectfully, engage constructively, and focus on reaching workable future arrangements.

Agreement

Client 1 Name: _____

Signature: _____

Date: _____

Client 2 Name: _____

Signature: _____

Date: _____

Mediator Name: _____

Signature: _____

Date: _____

Co-Mediator Name: _____

Signature: _____

Date: _____

Confidential • Impartial • Professional