

# COACHING SESSION - SUMMARY

[www.wales.gov.uk/psmwsubsite/psmw/personaldev/coachmentor/coaching/publications/](http://www.wales.gov.uk/psmwsubsite/psmw/personaldev/coachmentor/coaching/publications/)

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1. Key messages you took from the coaching session.

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2. What do you feel are your strengths?

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3. What do you think are your areas for development?

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**Goals / Actions Identified**

4. What did you agree to do before the next session?

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5. What did your coach agree to do before the next session?

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6. Any other points or comments?

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Please ensure that Coach and Coachee keep a copy as a reminder of the session.

**Name:**.....

**Date:**.....

**Name of Coach:**.....

**Date and Venue of Next Session:** .....