

PROCEDURES

1. The school counsellor will possess appropriate experience and qualifications in counselling strategies and interventions as required by the Board.
2. The role of the Counsellor is outlined as follows:
 - a. Provide social/emotional support to students as well as consultation and guidance to staff and parents/guardians
 - b. Provide academic support to students in the form of strategies to improve organization skills and enhance overall achievement.
 - c. Provide high school enrolment information to students and their parents/guardians and be available for consultation.
 - d. Facilitate assessment referrals to appropriate professional caregivers and agencies as deemed necessary to address concerns regarding a student.
 - e. Provide support and consultation to staff and parents/guardians in addressing the needs of students.
 - f. Ensure that informed consent is obtained from parents/guardians for assessment and/or intervention outside of the classroom or school setting.
3. Individual guidance and counselling may be initiated at the request of a student, parent/guardian, teacher, or administrator.
4. Upon identification of a social, emotional or academic issue involving a student, the School Resource Group (teachers, counsellor, administration, and parents) may be convened as required to review the concerns and develop an action plan.
5. The counselor will facilitate in-service support and training for staff on counselling issues and responsibilities under the Child Welfare Act and other legislation or policies relating to the well being of children in their care.
6. The counselor will be available to support teachers with the delivery of the Health curriculum.
7. Any staff member who has reasonable and probable grounds to believe that a child is in need of protective services shall forthwith report the matter to Child and Family Services.