

Unity School District

Administrative Rule 445.5

Outside Counseling Services Offered at the School District Site

9/14/2021

In some situations, it may be helpful to provide a student with access to an outside counselor at the school site. Such an arrangement may be helpful to the student when there are other limiting factors such as transportation, frequency of visits, or a specific student need.

In these circumstances, the counselor shall work as an independent contractor and not as a District employee.

For such an arrangement to occur, the following conditions are necessary:

1. Each individual arrangement requires approval of the principal.
2. There must be space available within the building for the meeting to occur. Such a determination will be made by the principal.
3. A professional counseling relationship shall exist prior to the first meeting at the school. There should have been at least one meeting off-site prior to the first on-site meeting.
4. The credentials of the counselor shall be provided to the principal.
5. The outside counselor shall supply all materials needed for the meeting.
6. Internet access may be arranged only by principal approval.
7. Parent permission shall be granted prior to coordinating an on-site meeting. Permission must be granted for the student to visit the counselor and to miss class.
8. Confidentiality shall be respected at all times. A proper release shall be signed by the parent/guardian for the school and outside counselor to share information regarding the student.
9. School staff are to refer students to the school counselor who shall make any other determination, with the student's parents/guardians, regarding a need for additional services.
10. The costs of the counseling services are not incurred by the District as it is merely providing an opportunity for a meeting.

All conditions may be waived by the principal or District Administrator in the event of a crisis or crisis response.