

ADMINISTRATIVE PROCEDURES

IG

INSTRUCTIONAL PROGRAM GUIDANCE

MARCH 1, 1990

COUSELING AND STUDENT ASSISTANCE

Counseling Services

~~Guidance and counseling services are available to every student. A student is assigned a specific counselor when he/she enters the high school and generally that assignment will continue throughout the high school years. A student who prefers to work with another counselor, however, may request a change.~~

~~Each student has a master record file called a CA39. This folder includes information such as former schools attended, past and present grades and test results. The counselor will be familiar with the material and a student or the parent may examine the contents of the cumulative guidance folder in the presence of the counselor.~~

~~Special tests are available to assist the student to better understand aptitudes, interests, strengths and learning deficits. Included in the counseling offices are resource materials about colleges, vocations, special schools, scholarships and other areas of interest. Counselors will also help the student to understand grade point average, rank in class and other factors that bear on admission to advanced learning opportunities.~~

~~A student will be expected to complete a request for an appointment in order to visit the counseling office. The counseling office will then send a pass which will designate the time and date of the appointment. In an emergency, of course, a counselor will always be available. Confidentiality will be respected when personal problems are discussed with the counselor. Generally, matters of discipline will be handled by the school administrators.~~

Our district is committed to supporting the overall well-being of every student. To this end, we provide comprehensive counseling services that address both academic and social-emotional needs.

- **Assigned Counselors:** Each student is assigned a dedicated counselor upon entering high school, fostering a consistent and supportive relationship throughout their high school journey. Students may request a change of counselors if preferred.
- **Comprehensive Support:** Our counselors offer a wide range of support services, including:
 - **Academic Guidance:** College and career planning, academic goal setting, course selection, and navigating academic challenges.
 - **Social-Emotional Support:**
 - Individual and group counseling for stress management, anxiety, depression, grief, and other mental health concerns.

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- Skill-building workshops on social-emotional learning, such as communication, conflict resolution, and self-regulation.
- Support for students experiencing bullying, harassment, or discrimination.
- Crisis intervention and support during challenging times.
- **Assessment and Resources:**
 - Access to various assessments can help students understand their aptitudes, interests, and learning styles.
 - Comprehensive resources on colleges, universities, vocational training programs, scholarships, and financial aid.
- **Confidentiality and Privacy:** All student information is treated with the utmost confidentiality.

Note: While counselors provide support for social-emotional concerns, matters of student discipline are primarily handled by school administrators.