SHAFTESBURY HIGH SCHOOL

School Counsellor/ Creative Therapist/ Psychotherapist

Job Description

The School Counsellor/ Creative Therapist/ Psychotherapist Team is line-managed by the Head of Student Pastoral Support.

Responsibilities:

1. Providing an appropriate and confidential counselling service to students.
2. Be able to offer 1:1 support as well as small group support,as dependent on the identified needs for support.
3. Promoting and safeguarding the welfare of the students with whom you work and with whom you come into contact.
4. Being aware of and complying with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to your line manager.
5. Assess students, as part of a team, who are referred to the counselling service. Triage may include referring students to CAMHS or other relevant services
6. Offering individual counselling and support to students who are referred.
7. Managing and scheduling appointments for the students, liaising with staff as necessary.
8. Liaising with key pastoral staff.
9. Reporting back with a general overview of the types of problems with which the students are presenting during Counsellor meetings.
10. Liaising with parents/carers where appropriate.
11. Contributing to meetings around the child, as required, providing a summary of the work that has been completed with the child.
12. Keeping suitable case notes in a secure place.
13. Signposting students and their families to appropriate external support services and agencies where additional specialist intervention or ongoing support is required.
14. Participating in training and other learning activities, as well as performance management (appraisal).
15. Continually promote and support the ethos and principles of the School and to avoid actions that may be detrimental to the interests of the School.
16. To attend therapy meetings and other professional meetings as required.