Purpose

To describe school guidance and counseling services to students at State Schools in accordance with state and federal laws.

Applicability

This policy applies to the Atlanta Area School for the Deaf, the Georgia Academy for the Blind and the Georgia School for the Deaf.

Definitions

Counseling: a process where some students receive assistance from professionals who assist them to overcome emotional and social problems or concerns which may interfere with learning.

Guidance: a process of regular assistance that all students receive from parents, teachers, school counselors, and others to assist them in making appropriate educational and career choices.

School counseling and guidance services: guidance, program planning, implementation and evaluation; individual and group counseling; classroom and small-group guidance; career and educational development; parent and teacher consultation; and referral.

Policy

The State Schools shall provide for school guidance services to all students, as indicated by professional judgment and/or student IEP related service notation.

General Provisions

Each school counselor or other school personnel shall provide the following counseling or guidance service to students, parents or guardians.

1. Program design, planning, and leadership
   a. Develop a written school-based guidance and counseling program.
b. Individual plan of action implementation

2. Counseling - general
   a. Coordinating and delivering counseling services in areas of self-knowledge, educational and occupational exploration, and career planning to facilitate academic achievement.
   b. Scheduling times to provide opportunities for various types of counseling.
   c. Counseling learners individually by actively listening, identifying and defining issues, discussing alternative solutions, and formulating a plan of action.
   d. Adhering to established system policies and procedures in scheduling appointments and obtaining parental permission.
   e. Leading counseling or support groups for learners experiencing similar problems.
   f. Evaluating effectiveness of group counseling and making revisions as necessary.

3. Guidance and collaboration
   a. Coordinating with school staff to provide supportive instructional guidance activities that relate to students’ self-knowledge, educational and occupational exploration, and career planning to facilitate academic achievement.
   b. Conducting classroom guidance activities related to identified goals and objectives.
   c. Providing direct/indirect educationally based guidance assistance to learners preparing for test taking.
   d. Providing information to students, parents, teachers, administrators, and, when appropriate, to the community on student test scores.
   e. Providing information to students and parents on career planning.
   f. Coordinating school-wide assessments as necessary and appropriate.

4. Consultation and coordination
   a. Consulting, as needed or requested, with staff, parents, and community about issues and concerns.
   b. Collaborating with school staff in developing a strategy or plan for improving school climate.
   c. Following up on counseling and consultative referrals.
   d. Consulting with staff in making referrals to community and state agencies.
   e. Implementing a comprehensive and developmental guidance and counseling curriculum to assist all students.