



المدرسة الهندية العامة العليا - رأس الخيمة
INDIAN PUBLIC HIGH SCHOOL, RAK

(Recognized by the Ministry of Education, UAE, affiliated to CBSE, New Delhi)

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عام
زايـد



YEAR OF
ZAYED



COUNSELLING POLICY

2018-2019



VISION

To be a pioneer in education to produce students of noble mind.



MISSION

To serve as a model, where teaching and learning is innovative and to excel beyond the classroom.



MOTTO

Wisdom is better than riches.



CORE VALUES

**Tolerance
Honesty
Respect
Responsibility
Generosity
Innovation**

1. COUNSELLING POLICY

PURPOSE

Counselling at IPHS offers students to assist students to develop appropriate skills and attitudes and resolve problems in academic, psychological, emotional, and/or social contexts.

It helps them to

- Understand their relationships better and improve them
- Increase their level of self-awareness
- Explore their feelings, and understand and manage them better
- Recognise unhelpful thought patterns and adopt new ones.
- Improve their communication skills
- Offer a place to talk openly, without being judged

REFERRALS

Students Counselling is generally on a voluntary basis. However, situations may arise where the School will request a student to attend counselling, for example, in relation to behavioral issues.

Referrals for Internal Counselling

Referrals may be made in one of three ways:

- By Staff
- Self-referral by the student
- By Parents

Referrals for Outside Counselling

Where the School in its discretion determines it is appropriate, a student (through their parents) may be requested to attend for counselling/treatment by external care providers. The rationale for such request may be that the student requires an intervention that is not deemed appropriate for the school counsellor to provide. This may occur for a number of reasons, such as the nature of the required intervention or the degree of involvement required. In making such a request, the following guidelines are to be followed:

- The request will be discussed with the student and their parent
- The student and their parents will be provided with the name(s) of one or more suitable practitioners but they may consult whoever they wish.

- The school counsellor will facilitate the referral if requested and, with consent, will be entitled to provide such reports to the external care provider as are in the School's opinion reasonably necessary
- The school counsellor will be entitled to receive reports from the external care provider as are reasonably necessary to satisfy the school counsellor that the issues that required the attendance at the external care provider have been satisfactorily resolved or are being managed to the School's satisfaction.

Confidentiality

All counselling sessions are confidential, with the only exceptions being if there is a risk of harm to the student or another person, or if a subpoena is served. However, a request to the Court may be sought for the information not to be released if there is concern for any potential impact on the student.

Storage of files

The counselling files are kept in the counsellor's room in a locked cabinet. The files are confidential and only accessible to the School Counsellor and Principal. When the student leaves the school, the files are archived and remain confidential. The files are kept for 7 years after the student has turned 18 years of age.
