



RAINHILL HIGH SCHOOL

School Counsellor

Service Level Agreement

Purpose

To provide a high-quality counselling service to students experiencing a wide range of emotional problems.

To provide support, guidance and advice to parents, carers and the school where needed.

To observe confidentiality and to support the school's pursuit of excellence for all students.

Contribute to the safeguarding and promotion of the welfare and personal care of children and young people

Specific Responsibilities

- To provide an independent and confidential counselling service to pupils at Rainhill High School through individual sessions, responding to their personal, social, emotional or educational concerns.
- To promote a caring and supportive environment where such concerns may be explored.
- To be responsible for maintaining appropriate and confidential records.
- To play an active role in safeguarding the pupils at Rainhill High School by adhering to the relevant school policies including the school's safeguarding policy.
- To perform duties within the codes of practice and ethics recommended by the BACP, UKCP or equivalent organisation.
- To provide regular audit information/reports such as trends, patterns of problems, numbers, age range and types of problems to SLT.
- To facilitate workshops with staff/parent/family of pupils and provide information when required about the counselling service, the role of the School Counsellor and the boundaries of confidentiality to pupils, staff and parents.
- To be responsible for their own professional development maintenance and updating knowledge and awareness through continuing professional development (CPD).
- To maintain a high level of knowledge and awareness of changes and developments in the fields of counselling and education and their impact on the delivery counselling.
- To ensure that as a counsellor, they are properly and regularly supervised.
- To undertake any other reasonable duties as required by the head teacher.

Education/Qualifications

- Professional body accreditation with a minimum of 2 years' post qualification experience.
- Previous experience of working with children and in a school setting;



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- Skilled in the use of methods of psychological assessment, intervention and management; understanding of the emotional, social and developmental issues facing children and young people.
- Knowledge of the Children's Act and other legislation pertaining to children.
- Evidence of excellent written and verbal communication skills, with positive communication and active listening skills.

Skills and Abilities

- Ability to work independently.
- Positive communication and listening skills.
- Patience, tolerance and sensitivity.
- Enthusiasm Display patience, tolerance and sensitivity with a mature, non-judgemental outlook.

Continuing Professional Development

- Take responsibility for personal professional development, keeping up-to-date with research and developments which may lead to improvements in the counselling service provided.
- To arrange and deliver relevant training for staff as and when needs are identified.

Terms and Conditions

Start date: October 2021 or sooner – July 2022 – Fixed term pending renewal

Payment - £22,500 - £25,000 per year, pro-rated for the number of hours and weeks worked.

The working pattern is 5 hours per day over 3 days a week, term time only (15 hours PW, 36 weeks per year in total).

This is a service level agreement for above outlined services to be provided to Rainhill High School on a contractor basis; it is not a contract of employment and as such, Stephenson Multi Academy Trust take no responsibility for the tax or insurance arrangements of the successful contractor.

This service level agreement is a formal contract between the contractor and Stephenson MAT and is therefore governed by English Law.