**Guidance and Counselling**

**GUIDNACE**

As, you might have experienced difficulty in taking admission in this system of distance learning, sometimes you may also be in a confusing mind while selecting the subjects what to offer for optional subjects. So you may take the help of others who know about the subject and the system of distance education. so many a times we need the help of others in taking decision about the important aspects of our life. It may be in the field of education, vocation, marriage etc. I am sure all of you must have such type of experience in one field or other. You also use the words like guidance, help, need, decision, advice in your daily conversation. In this unit you will know in details about the term “guidance”

The meaning of Guidance as all of us know is help or assistance. It will be more clear to all of you, if we discuss how different scholars have defined in varied ways.

we observe the following characteristics of guidance. These are:-

• Guidance is a process

• Guidance is a continuous process

• It is concerned with problem & choice.

• It is an assistance to the individuals in the process of development.

• It is both a generalised & specialized service

• It is a service meant for all

The meaning of guidance will be more clear to you, if we analyse about what guidance is not.

 Guidance is not compulsion

 It is not making decision for others

 It is not advice

 It is not pampering the student

 It is not direction

 It is not adjustment

 It is not problem solving

Therefore in modern times, the need for guidance is felt much more in educational institutions & also for the authorities. The guidance service in school is necessary for the following reasons:

- To help in the total development of the student

- To help in making proper choice at various stages of their educational career.

-To help the students in vocational development.

-To help students make the best possible adjustments to the situations in the schools as well as in the homes.

-To minimize the mismatch between education and unemployment.

-To identify and motivate the students from weaker sections of society.

-To check wastage & stagnation

- To identify and help students in need of special help.

-To minimize the incidence of indiscipline.

-To make the idea inclusive education successful

**Counselling**

Counselling is the central aspect of the whole guidance programme. All the activities and Services of the guidance programme leads to and help in the Counselling process.

Counselling is aimed at helping the individual in solving problems in future and also enhancing personal, social, emotional, educational and vocational development. Counselling has Remedial, Preventive and Developmental value.

Counselling is a: Process that occurs between two individuals….counsellor and

counselee (client).

Takes place within a professional setting.

Is initiated and maintained as a means of facilitating changes in the behaviour of the client.

It is a professional task for professionally trained people.

**Role of the Counselor**

-Analysis – collecting data from various sources to understand the client’s problem.

-Synthesis – interpreting and organizing data to reveal students’ assets, liabilities, adjustments etc.

-Diagnosis – identifying the nature and cause of the problem.

-Prognosis – predicting the future development of the problem.

-Counselling – taking steps to bring about adjustment

-Follow-up – helping with recurrence or new patterns

**SCHOOLS COUNSELING PROGRAM OVERVIEW**

**The comprehensive school counselling programs should be designed to meet the academic, career, and personal/social needs of every student and provide the following services:**

**1. Individual and small group counselling based on school data such as attendance, behaviour referrals, tardiness, state and district assessments, promotion rates, college going rates;**

**2. Reviewing academic data such as report cards, progress reports, Academic Histories, transcripts and interpreting student evaluations such as academic achievement tests, diagnostic assessments, ACT, SAT, PSAT to identify students in need of remediation and academic assistance;**

**3. Intentional programs and activities for students and parents based on data such as that described above to create a yearly, departmental calendar which addresses school goals, district initiatives, and student data, such as time management, study skills, learning styles, goal setting, career fair, safety net programs;**

**4. Career and postsecondary planning to include rigorous coursework for all grade levels, career awareness, promotion requirements, acceleration mechanisms, 4‐year high school plans, graduations requirements, financial aid, scholarships;**

**5. Responsive services through individual/group counselling, peer facilitation, consultation, and referrals to outside agencies including mental health professionals**

**SCHOOLS COUNSLING BELIEFS, VISION, AND MISSION**

**BELIEFS**

**All students:**

** have dignity and worth**

** have the ability to achieve to their full potential**

** have the right to participate in the school counselling program**

** ethnic, cultural, and racial differences and special needs are considered in the planning**

**and implementation of the school counselling program**

** have access to a full time, state certified master’s degree level counsellor**

**The school counselling program:**

** is consistent with expected developmental stages of learning**

** is based on school data and evaluated by the school counsellors stated goals and related**

**student competencies**

** is managed and delivered by school counsellors**

** utilizes the many combined resources of the community School counsellor’s:**

** are advocates for each student and for the school counselling program**

** manage and evaluate their programs on a regular basis**

** abide by the American School Counsellor Association professional ethics**

**VISION**

**Schools believes a developmental and sequential guidance program is an essential and integral part of the overall education process. We believe that academic, career and personal/social objectives are attainable by all students when a comprehensive curriculum is coordinated throughout the district in a consistent manner**

**MISSION STATEMENT**

**School is to deliver a multi‐layered, comprehensive, and accountable school counselling program. In collaboration with school staff, families, and the community – we will ensure equity and access while promoting academic success. We will assist all students in acquiring the skills, knowledge, and attitudes needed to become lifelong learners, responsible citizens and productive members of society.**

