

## GUIDANCE AND COUNSELING

Code **JLD** Issued **9/04**

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Purpose: To establish the board's vision for guidance and counseling at the center.

A comprehensive developmental guidance and counseling program, which provides all students the opportunity for optimum development, is an essential component of the instructional program. Students should develop skills and traits that enable them to become productive citizens. To ensure that this service is provided to all students, the center will establish a guidance program to assist each student to make more effective adjustments to the environment in which he/she lives and to assist each student in career development.

The guidance program is based on the following beliefs.

- All students are unique and are to be treated with respect and dignity.
- Learning is a lifelong process.
- A positive self-concept leads to responsible and productive citizenship. Fostering that positive self-concept is the responsibility of the center, home and community.
- The guidance program is an integral part of the educational program and serves as a critical link to the instructional program. The program provides developmental opportunities and experiences as it addresses student development areas: learning to live, learning to learn and learning to work.

The guidance department, working closely with the administration and instructional staff, will accomplish the following.

- Analyze and evaluate students' abilities, interests, skills and achievements to assist students in developing immediate and long-range plans.
- Help students adjust to new in-school and out-of-school situations through counseling and support and/or referral to outside agencies.
- Assist teachers, staff and parents/legal guardians in understanding the needs and problems of individuals and groups of students.
- Assist in the administration of standardized tests and in interpreting test data to students and parents/legal guardians.
- Maintain cumulative records that will include grades earned, test data, personal data and career development records.

Guidance services are available for every student in the feeder district's schools as required by the defined program and other regulations of the state board of education. The guidance counselor at the center will take an active part on the team of guidance counselors in the Barnwell County School Districts and in the Tri-County Workforce Readiness Partnership TECH PREP Consortium of Bamberg, Barnwell and Allendale Counties. Together, this team works with other professionals in the Barnwell County area to assist young persons in obtaining maximum benefits from the "high school experience."

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Center guidance counselors have the primary responsibility for the delivery of guidance services, but the instructor who sees the student on a daily basis will have a key role in starting guidance service for the students.

Materials or tests used for appraising or counseling students will not be different for students on the basis of their sex. The use of materials will not require different treatment of students on such basis unless such different materials cover the same occupations and interest areas and the use of such different materials is shown to be essential to eliminate sex bias.

Adopted 9/14/04

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Legal references:

- A. United States Code:
  - 1. Title IX of the Education Amendments of 1972 - Prohibits sex discrimination by federal education grantees.
- B. S. C. Code, 1976, as amended:
  - 1. School-to-Work Transition Act of 1994.
- C. State Board of Education Regulations:
  - 1. R 43-225 - School-to-Work Transition Act.