

GUIDELINES FOR COUNSELLING SESSIONS

1. The counselling service is meant for all adults or children.
2. The sessions are mostly individual based, though some may be group based depending on the requirement.
3. The support can be provided in case of academic issues, developmental issues, behavioural issues, emotional conflicts, stress or trauma management and other issues like accommodation by the Board, career guidance, safety and security of the child etc.
4. Adults can seek counselling for anything that is causing distress, parents can seek guidance sessions for their children.
5. It is to be remembered that confidentiality is the most important factor of the process and is required to be maintained under any circumstance. The Counsellor may override the duty of confidentiality to clients only if it is required to protect the best interests of the client or the interests of the public (if there's a life threat or medico-legal purpose).
6. The online sessions are required to be conducted through video mode essentially. However audio sessions will be considered only under special circumstances as decided by the Counsellor.
7. The client (child or adult) is required to be in a separate space while going through the session without the presence of anyone else. No parent or sibling is allowed to be near the child during the ongoing individual counselling sessions (for Online Sessions).
8. Separate parental guidance sessions will be arranged for parents whose ward is under individual support plan. If required, guidance sessions may be arranged with siblings too.
9. The regular session time and date is required to be prefixed by discussing with the counsellor. However, in case of any emergency the counsellor can be reached out immediately (by calls or messages).
10. Time being another major aspect of the process has to be maintained always. The client has to attend the meeting in time and will not be compensated with any extra time in case of delay on their part.

11. Also it has to be understood that since this is an ongoing scientific process no change can occur in just one or two sessions. So at least 2- 3 initial rapport building sessions, and then weekly/fortnightly/monthly regularity in sessions (as per need) has to be maintained.
12. The referral of a child client to the Counsellor is required to be done by the class teacher/ subject teacher/ parent/ administrative/medical authorities. In case the child seeks support by himself/herself, it will be intimated to the parent/authority in due course.
13. Children are not allowed to carry anything like food, stationeries, money etc during the sessions. Anything required during physical sessions will be provided by the therapist.
14. The session will be for 1 hour and during those 60 mins no mobile usage, food intake, loo break will be allowed. In case the client is unable to follow that, he/she must realize that the action will lead to clinical interpretation as a part of the process.
15. It is to be remembered that under any circumstances the best interest of the child will be ensured in obedience with the law of the land, The Juvenile Justice (Care and Protection of Children) Act, 2015.