

# Putnam County ESC Annex

PUTNAM COUNTY ESC ANNEX  
250 MEADOW GLEN DRIVE, UNIT 1  
OTTAWA, OHIO 45875  
PHONE: 419-523-2256

## **School Counseling Information and Informed Consent**

### **Overview of the school counseling program**

The school counseling program at the Putnam County ESC Annex is designed to assist your child to make the most of his or her educational experiences. The school counselor, in cooperation with teacher, staff, and administrators at the Putnam County ESC Annex, is responsible for providing a comprehensive school guidance program for students enrolled in grades K through 12. A comprehensive, developmental guidance program is the cornerstone of an effective school counseling program. Components of the program align with the American School Counseling Association's National Model and include school guidance curriculum, individual student planning and counseling services, responsive counseling services, and system support services. Each component of the program is outlined below:

### **Guidance curriculum**

Classroom guidance delivers services to larger groups, and it consists of classroom lessons that emphasize wellness-based activities that address topics in a preventative manner.

### **Individual student planning**

Individual student planning involves test information, student data, and achievement information for the purpose of developing immediate and long-range goals or intervention efforts for academic success of individual students and student groups. Screening students for special program consideration (with exception to special education services) is also considered

### **Services**

Services involve both direct and indirect services to students. The methods of service delivery for responsive services are individual counseling, group counseling, consultation, referrals, and crisis response.

Individual counseling sessions involve offering direct service to students to address both proactive and reactive needs.

Small-group counseling is a direct short-term service designed to respond proactively and reactive to student needs. This format of psychoeducational service offers a variety of small-group experiences on relevant and developmentally appropriate topics such as study skills, anger management, grief, social skills, and other needs-based academic or personal development issues.

Consultation is an indirect service which involves collaboration with administrators, teachers, parents, and other counseling professionals to address student issues or concerns. The purpose of consultation is to discuss curriculum planning, addressing academic or behavioral interventions, provide training for faculty and staff, assist in coordinating mental health services for students and parents, or planning policy guidelines.

Referrals involve enlisting the services of other professionals to assist students in handling complex issues that are beyond the scope and level of expertise of the school counselor.

Crisis response involves immediate and critical intervention to an acute situation. The purpose of crisis counseling interventions is to diffuse a situation, serve school and community members affected by the situation, and promote a healing process. The school counselor, will provide direct services such as group or individual counseling and indirect services such as crisis planning and referrals.

### **Confidentiality**

Your child will be participating in the school counseling program on a regular basis, and it may involve individual or group counseling. Confidentiality is a key feature of the counseling relationship with students. The information discussed during the counseling meetings will not be shared with anyone except in situations required by law or those specifically addressed in school policy. These situations are described below:

- All school personnel are mandated reporters; therefore, if instances of sexual or physical abuse of a minor or elder are revealed, or the child is in danger of harming him/herself or others, Ohio statutes require the school counselor to report this information to the proper authorities.
- School policy specifically addresses the notification of administrators if the school counselor has knowledge of students' at-risk behaviors which might present potential damage or disruption of the school environment. Every effort will be made to inform parents/guardians in such a case.

### **Consent through IEP**

All students at the Putnam County ESC Annex have written IEPs, therefore, by signing your child's IEP in which Counseling Services are written in, you are giving informed consent for your child to participate in Counseling Services.

### **Further Questions**

If you have further questions about the information provided in this form, the counseling relationship, or your child's progress, please contact the school counselor at 419-523-2256 during school hours.