



Post:	School Counsellor
Line Manager:	Foundation Lead for Safeguarding and Health
Hours of Work:	20 hours per week, 34 weeks per year.
Salary:	£14,000- £16,000 + supervision costs depending on experience
Start date:	1 st September 2024
Location	Dean Close Foundation, Cheltenham

The Dean Close Foundation consists of three schools on an extensive site on the outskirts of Cheltenham, a preparatory school in Chepstow and a group of five nurseries in Cheltenham, Gloucester, Chepstow and Newport. Founded in 1886, the Foundation has a strong Christian ethos and greatly values its positive environment with good relations between staff and pupils.

The Dean Close Health Centre is committed to supporting physical and mental health, with a view to promoting pupil health and wellbeing across the Foundation. The team is strongly multidisciplinary and offers nursing, physiotherapy, counselling, GP, and other services in close collaboration with parents and school staff.

The Role

An experienced School Counsellor is required to help support the pastoral work of the Dean Close Foundation Schools (in Cheltenham) and help develop a mental health strategy for the Foundation.

The post holder will need to hold a relevant professional qualification in Counselling/Psychotherapy as least Level 4 or Diploma level or above. The Counsellor will be expected to ensure that a clinically effective, high quality of care is available to pupils and other members of the school community.

- Triage and treat pupils reporting to the Health Centre with mental health concerns and referring to other health professionals as necessary
- Assess the mental health needs of presenting pupils and be able to signpost them to the most appropriate services or pathways which may include regular counselling
- To provide comprehensive counselling/psychotherapy support to school pupils in line with the published Counselling policy and best professional practice
- To organise and run 1:1 counselling/psychotherapy sessions with individual pupils

- To provide occasional training for pastoral and other staff in mental health matters and management strategies
- To react to the mental health needs of the school community and help develop strategies for dealing with issues as they arise
- To keep up to date with continuing professional development within appropriate areas of clinical expertise
- To help pupils with serious mental health issues attend school and maintain contact with them if they cannot
- To liaise with the Housemasters, Housemistresses, and other pastoral staff to help build and deliver a mental health awareness education programme for pupils
- Ensure that all pupil Counselling/Psychotherapy records are kept up to date both on the NHS system (for pupils registered at Overton Park Surgery) and the school management system
- To meet regularly with other members of the Health Centre team and the Foundations Schools Lead for Safeguarding and Health and Wellbeing
- Undertake administrative tasks relating to mental health
- To ensure accurate and timely necessary communication with all parties connected to an pupil including:
 - Parents
 - Housemaster or housemistress and the house team
 - Senior Leadership Team
 - Other members of staff as appropriate
- To attend meetings with teaching and other professionals as necessary
- To assist in the writing and review of relevant Foundation medical/health policies
- To keep personal training and knowledge up to date by attending relevant courses and conferences
- To undertake monthly (during term time) professional supervision (funded by the Foundation)
- To participate in regular appraisal
- To ensure that medical and sensitive information is kept confidential within the health care structure
- Attendance at INSET at the beginning of each term and at other times when required

Terms and Conditions

- This role will be based at the Cheltenham site but travel to other sites may be occasionally required
- The school counsellor will be expected to work a 20 hour week over three or more days during term time only (34 weeks) including early evenings
- Meals are available free of charge in the Dining Hall during term time
- The Dean Close Foundation is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo enhanced child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service
- A pension scheme is available after 6 months

All staff are expected to

- Work towards and support the Dean Close Foundation vision and ethos.
- Support and contribute to the Foundation's responsibility for safeguarding pupils.
- Work within the Foundation's health and safety policy to ensure a safe working environment for staff, students and visitors.
- Promote equality of opportunity for all students and staff, both current and prospective.
- Undertake any other reasonable duties required that are related to the job purpose from time to time.

The post holder may be required to perform duties other than those given in the job description for the post from time to time. The particular duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibility entailed.

How to Apply

Please use TES Quick Apply. Any queries regarding the role should be submitted to recruitment@deanclose.org.uk

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