

Aylesford School

School Counselling and Mentoring Policy

DRAFT SUBJECT TO APPROVAL BY THE COMMITTEE

Ratified/Reviewed by...	Date	Date to be reviewed
Local Governing Committee	October 2026	October 2027

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1. Introduction

This policy outlines the procedures and guidelines for the provision of school-based counselling and mentoring services. It aims to ensure that students receive appropriate emotional and psychological support while maintaining a structured and effective service delivery.

2. Scope of Service

The school counselling and mentoring services are designed to provide short-term support for students experiencing emotional, psychological, or social difficulties. The service is not a replacement for long-term therapeutic interventions but serves as an accessible resource within the school setting.

We offer a range of services including, but not limited to:

- Counselling – including CBT and Psychodynamic approaches
- Mentoring and Wellbeing Support
- Small group wellbeing sessions
- External support groups

3. Maximum Length of Provision

Each student may access between 6 to 12 weeks of counselling and 6 weeks of mentoring.

In exceptional cases where further intervention is deemed necessary, an extension may be granted following a review process, which will involve consultation with the student, parents/carers (where appropriate), and relevant school staff.

4. Triage Process

All referrals to the school counselling service will undergo a triage assessment to determine the level of need and urgency of intervention. The triage process includes:

- Initial referral by a teacher, parent/carer, or self-referral by the student.
- An assessment by the designated mental health professional to evaluate the nature of the concern.
- Allocation of appropriate support (counselling, mentoring, or signposting to external services if needed).
- Prioritisation based on urgency and risk level.

5. Waiting List System

Due to the demand for counselling services, a waiting list may be implemented. The system will operate as follows:

- Priority will be given to students in crisis or those assessed as high risk.
- Students on the waiting list will be provided with interim support, including self-help resources and check-ins by school staff where possible.
- The waiting list will be regularly reviewed to reassess students' needs and update their priority status accordingly.
- If a student does not attend three sessions due to non-engagement, the place will be offered to another student in need.

6. Confidentiality and Safeguarding

Confidentiality is a key principle of the service, with the following exceptions:

- If a student is at risk of harm to themselves or others.
- If there are safeguarding concerns that require reporting under child protection legislation.
- If there is a legal obligation requiring disclosure of information.

In such cases, appropriate safeguarding procedures will be followed, and relevant agencies will be informed as necessary.

7. Contact Information

For more information about the counselling and mentoring services, students and parents/carers can contact the school's pastoral teams or DSL