

Dickson County Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Guidance Program	Descriptor Code: 6.400	Issued Date: 02/28/13
		Rescinds:	Issued:

1 Each school shall provide a guidance program for all students through the cooperative efforts of the prin-
2 cipal, teachers and guidance counselor. (TCA 49-6-303)

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4 The program of guidance services shall include such services and activities as:

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- 6 1. Orientation of parents and students to the school program;
- 7 2. Preventative and developmental counseling to students in order to prepare them for their school res-
8 sponsibilities and their social and physical development;
- 9 3. Student referral and/or welfare provisions;
- 10 4. Collection and maintenance of student data and record systems;
- 11 5. Student program planning and placement;
- 12 6. Educational and occupational information for use by students, parents and teachers; and
- 13 7. Scheduling student courses and resolving conflicts.

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15 The classroom teacher, because of close contacts with the student, shall be a key person in the guidance
16 program.

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18 The elementary guidance counselor is primarily responsible for performing three general functions related
19 to guidance activities within his/her assigned school. These functions are: counseling, consulting, and
20 coordinating: time will be provided within the counselor's schedule for each of these functions.

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- 22 1. Counseling of individual students (a) who are experiencing developmental difficulties (emotional,
23 social, physical), (b) who need to discuss personal concerns with someone other than their peers, (c)
24 who either seek or need information.
- 25 2. Counseling of groups of students who are either experiencing common developmental difficulties or
26 are in need of discussing matters of common concern.
- 27 3. The counselor conferences and/or consults with parents and teachers concerning student needs.
- 28 4. The counselor should assist in the coordinating of the referral of students in need of psycho-social
29 and/or physical services provided by community agencies and local professionals. The counselor
30 works cooperatively with other school personnel in the registration and orientation of new students.

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32 The secondary school guidance departments shall provide leadership to teachers in the guidance area and
33 help them in the selection of guidance tools and materials and in the administration and interpretation of
34 individual or group tests and shall assist students in career exploration and postsecondary educational
35 opportunities.

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