MAKE A MELODY
Arts Therapy and Counselling

Counselling/Therapy Process

Referral

Referrals will be completed by the Education Staff, Parents, or Pupils. They will be given to the Key Contact who store them initially.

Waiting List

It is the responsibility of the Key Contact to manage the waiting list. As a part of your job role, you will meet with the Key Contact once a week (either in person, or via phone call/email) and discuss the waiting list.

Assessment

The first session will always be an assessment session, either with the pupil or the parent. The assessment must be completed within 15 days of receiving a Referral. At the end of this session, an outcome will be decided.

Risk Assessment

A Risk Assessment will always follow the Assessment. If referral to alternative services is required, this will be completed. Counsellor will continue to meet with the client regardless of referral to onward services, and will remain until further support is acquired by the client.

Sessions

Sessions must begin within 15 days of completing Assessment. There will initially be 6 sessions offered and each session will be up to 50 minutes long and will be at the same time and place each week with the same Counsellor.

Review

The Counsellor will review with the young person after six sessions to see if more sessions are required, or if the young person could manage a break from sessions.

Ending

The Counsellor will discuss endings in the two sessions leading up to the ending. This must be recorded on the young person's clinical notes.

What next?

Many young people will not need any further intervention once session have finished. However, we do not leave any young person without support; we will recommend alternative services to the young person if we think they will benefit, or after a break from sessions, the client can be re-referred.