



MEMO

To: Guidance Counsellors
From: Directors of Student Services
Date: March 31, 2020
Re: Volunteer Guidance Initiatives

Dear Colleagues,

Thank you for the overwhelming response from staff across the province who have offered to assist in the District's efforts to provide our students with access to counselling and well-being support during this unprecedented circumstance. Your dedication to students, especially during this time, is invaluable.

Throughout our province, we have students with varying levels of needs and internet accessibility. There are schools with unfilled guidance positions, which unfortunately creates a gap in access for some students. Our goal is to endeavour to meet the needs of **all** students, using both online and offline means.

Any participation in these initiatives remains **completely voluntary** as we appreciate that we are all facing our own set of challenges and circumstances during these uncertain times. In the days ahead, a steering committee will be formed, with regional representation, to help oversee this initiative and to ensure operations run as smoothly as possible.

There is a link below to a Google form which we are asking interested people to complete by the end of day April 3, in order to coordinate the implementation of our

services. In considering your participation, please find further information on the proposed initiatives below.

Interventions

Email

- Personnel are encouraged to maintain connections with students on their respective counselling caseloads using their NLESD email address. Should you wish to do a mass check-in with your students, please use the following check-in form. *You must **save a copy** of this document in your personal Google drive to ensure respondent replies are directed to your email address.* [Check-in With Your School Counsellor](#)

Google Meet/Social Emotional Learning Sessions

- To maximize connection between staff and students, we are seeking individuals to provide online social-emotional learning sessions/activities which will be open to **all** students using Google Meet technology. Facilitators of these sessions will be provided with training on Google Meet by District personnel as needed. We will create a schedule and post to the NLESD website [Learning at Home](#) so that users can easily view presentation times and join as they see fit.

Google Drive

- In the spirit of collaboration, we will create a province-wide Team Drive for counsellors to use as a repository for lessons, activities, forms, etc. This will aid in the deployment of services and resources.

Telephone Counselling Services

- In order to ensure our services are available to **all** students, we are in the process of establishing a telephone line that will be used for receiving counselling requests from students and parents alike. As we are currently unsure of the volume of calls which will be received, counsellors who are willing and able to provide confidential telephone counselling services/check-ins will be asked to do so based on need.
- Requests for telephone counselling will also be received through a Google form on the NLESD website, which will be sent to the guidanceservice@nlesd.ca email address.
- This phone line and account will be checked regularly by designated members of the steering committee and requests forwarded to individuals who are willing and able to conduct confidential telephone counselling.

The circumstances under which we are collectively operating are ever-changing. As such, our approach to meeting the needs of students may change as time progresses.

Expression of Interest Google Form

If you can assist, please complete the Expression of Interest form below.

[Expression of Interest form](#)