

PARENTAL CONSENT FORM

The University of South Wales operate a counselling service within your child's school. Your child has either specifically asked for, or has been referred to counselling by a teacher.

Your child will receive approximately 8 sessions with a supervised counsellor during school time. Sessions will last for around 40 to 50 minutes. Your child will be encouraged to talk through their concerns to initially make sense of them. The process also seeks to assist your child to build on their strengths and potentially find solutions to their concerns. The counsellor may take a photograph of artwork created by your child within the counselling session. The photographs would only be used for regular reviews of your child's progression and the counsellor's clinical supervision. All information about your child and the artwork created will remain anonymous.

Appointments will be confidential unless it becomes apparent that your child or someone else is at risk of serious harm. In this case your child will be assured that the best decisions will be made regarding their safety or the safety of others. If your child needs additional help and support this will be discussed throughout the sessions and the involvement of parents will be encouraged to ascertain the right options to suit the child's individual need. All counselling sessions are conducted in private rooms solely between your child and the counsellor. To ensure best practice is adhered to, counsellors receive clinical supervision and line management. All counsellors are DBS checked.

Counsellors will keep a record about your child, which include what happens while they are in counselling. The counsellor also collects anonymised data about your child which is used for statistical reporting to the Welsh Government about the counselling service as a whole. Under exceptional circumstances it may be possible to view information the counsellor records about your child via a request in writing to the service manager. The manager will conduct an assessment of your request and a decision will be made in the best interests of your child no more than 30 days after your request has been received. The University of South Wales might keep records of what other professionals say or write about your child. You may not be able to see such information if the professional writing them defines it as confidential. We work in line with the data protection act which states that data about your child is:

- **Processed fairly and lawfully.**
- **Obtained only for specified and lawful purposes.**
- **Adequate, relevant and not excessive.**
- **Accurate and, where necessary, kept up to date.**
- **Kept for no longer than necessary.**
- **Processed in accordance with the rights of data subjects under the Act.**
- **Safeguarded against unauthorised or unlawful processing and against accidental destruction or damage.**
- **Retained wholly within the European Economic Area, unless there are adequate protections in the receiving territory.**
- **Only be shared with other organisations if concerns about child protection or criminal offences arise.**

I understand what has been explained and I agree to my child receiving counselling.

Child name: Parent name:

Parent Signature: Date: