**Counselling Support**

In order to continue to offer counselling support during the time of school closure, the counsellors (Mrs Angela Barr and Mr Paul Barr) will be available for online video counselling conversations during the school day.

Although the school is in a holiday period from Friday 27 March 2020 to 15 April 2020, we remain committed your wellbeing. We will make ourselves available for counselling support during the school hours over the holiday period and beyond. Please could we ask that appointments be made at least the day before you wish to have a counselling session.

This online counselling will take place on the digital platform of *Whereby* which is a browser based video meeting tool which is free, accessible and offers an important degree of privacy. You do not need to download any app as it offers a virtual “room” which simulates the counselling room at school.

***How to go about online counselling?***

All students will have access to an appointment booking system and the Whereby link. These links will be posted on each Year group’s Facebook page through the Deans, and with each Form class on Google classroom.

 In order **to make an appointment** with a counsellor, students need to access the following link:

<https://www.picktime.com/THS>

* As you open the link, Trident High School Counselling Department booking page will open.
* Click on the box “Counselling” under ALL SERVICES.
* This will bring you to the option of selecting to make an appointment with either Mrs Angela Barr or Mr Paul Barr.
* Click on the counsellor you wish to make an appointment with.
* On the calendar, select the day and time you would like to make an appointment.
* An email will be sent to you, as well as to Mrs Angela Barr or Mr Paul Barr to confirm the appointment.

**To begin your counselling session,** at the appointed time, copy and paste the following link into your browser:

For Mrs Angela Barr:

<https://whereby.com/mrsangelabarrcounselling>

For Mr Paul Barr:

<https://whereby.com/mrpaulbarrcounselling>

The link will take you to the counsellor’s “room” where you will “knock” and the counsellor will let you in. The counselling session will be set for 55 minutes. This is a locked room and so it is safe from anyone else entering during your appointment time.

In order to maximise your counselling time, please:

* check that you are in a private situation and let the counsellor know if that changes
* make sure that you have wifi or will have sufficient data available for the length of the counselling session (55 minutes)
* let the counsellor know of any significant changes to your online or personal experience as soon as possible

We hope to continue to support students and whanau through this online medium in order to provide a continuity of care. See you online.

Go well.

Mrs Angela Barr and Mr Paul Barr.

Information available about Whereby and Whereby’s privacy settings.

<https://whereby.com/information/about-us/>, <https://whereby.com/information/tos/privacy-policy/>

**Quick guide to book an appointment with the counsellor**

1. **Book an appointment with either Mrs Angela Barr or Mr Paul Barr by following the link:**

<https://www.picktime.com/THS>

1. **At your allocated counselling appointment time, copy the following link into your browser to access the virtual counselling space:**

**For Mrs Angela Barr:**

<https://whereby.com/mrsangelabarrcounselling>

**For Mr Paul Barr:**

<https://whereby.com/mrpaulbarrcounselling>