

**Al Ittihad Private School
Jumeirah**



Counseling Policy

AY 2025-2026



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Vision Statement

“A generation of heritage guardians and global thinkers”

Mission Statement

IPS-Jumeirah provides a nurturing learning environment which motivates students to develop and exercise essential leadership skills for the 21 century. Our programs promote lifelong learners who display self-discipline, the ability to work effectively and respectfully with diverse teams, display tolerance and acceptance of others, while encouraging them to become global citizens who stay true to their heritage.

Core Values

- Tolerance
- Compassion
- Resilience
- Innovation
- Honesty
- Respect
- Collaboration

Al Ittihad Private School–Jumeirah is one of the five Al Ittihad Private School branches and opened its doors in 1998. IPS-J is serving a community of over 2,500 students and has become one of the premier schools in Dubai offering an American Curriculum. The school follows a standards-based US curricular program (California and MOE standards) from Pre-K to Grade 12 designed to prepare students for post-secondary education. IPS-J is an inclusive school offering a learning support program, which enables the admissions of a managed number of students requiring learning support at each grade level.

Student Counseling Unit

Student Counseling Policy

The counseling program at Ittihad Private School is designed to assist the child in making the most of his or her educational experience. This includes his/her emotional well-being, academic progress, and personal and social development.

Our student-counseling program aims to be comprehensive in scope, preventative in design and developmental in nature. A comprehensive program seeks to develop students from grades 1- 12 in Academic, Personal and Social and perspectives. Our students are motivated, supported, and given the tools to not only succeed at school but to go on to contribute to local and international communities.

At Al Ittihad Private School, we believe it is better to build strong children that repair adults. A preventative model believes in being proactive, ensuring that our students are learning key skills and techniques to thrive as individuals. Preventative education is delivered through various means such as individual and group sessions and classroom workshops. Topics addressed include Self Love, Anger Management, Emotional Intelligence, and Anti- Bullying campaigns. Lastly, our student counseling program is designed to meet the needs of our students at their growth and development stages.

Ethics

As a student counselor, I Adhere to American Psychological Association (APA) ethical guidelines.

General principles of APA:

Principle A: Beneficence and Nonmaleficence

Psychologists strive to benefit those with whom they work and take care to do no harm. In their professional actions, psychologists seek to safeguard the welfare and rights of those with whom they interact professionally and other affected persons, and we fare of animal subjects of research. When conflicts occur among psychologists' obligations or concerns, they attempt to resolve these conflicts in a responsible fashion that avoids or minimizes harm. Because psychologists' scientific and professional judgments and actions may affect the lives of others, they are alert to and guard against personal, financial, social, organizational, or political factors that might lead to misuse of their influence.



Psychologists strive to be aware of the possible effect of their own physical and mental health on their ability to help those with whom they work.

This aligns with the CIS code of Ethics as CIS states: Nurture a culture of care in which the education, safety, and well-being of students and others are paramount.

Principle B: Fidelity and Responsibility

Psychologists establish relationships of trust with those with whom they work. They are aware of their professional and scientific responsibilities to society and to the specific communities in which they work. Psychologists uphold professional standards of conduct, clarify their professional roles and obligations, accept appropriate responsibility for their behavior, and seek to manage conflicts of interest that could lead to exploitation or harm. Psychologists consult with, refer to, or cooperate with other professionals and institutions to the extent needed to serve the best interests of those with whom they work. They are concerned about the ethical compliance of their colleagues' scientific and professional conduct. Psychologists strive to contribute a portion of their professional time for little or no compensation or personal advantage.

This aligns with the CIS Code of Ethics as CIS states: Comply with applicable laws and regulations.

Principle C: Integrity

Psychologists seek to promote accuracy, honesty, and truthfulness in the science, teaching, and practice of steps to resolve the conflict consistent with the General Principles and Ethical Standards of the Ethics Code. Under no circumstances may this standard be used to justify or defend violating human rights.

This aligns with the CIS Code of Ethics as CIS states: Fulfill the promises stated in their guiding statements, policies, contracts, and promotional materials.

Principle D: Justice

Psychologists recognize that fairness and justice entitle all persons to access to and benefit from the contributions of psychology and to equal quality in the processes, procedures, and services being conducted by psychologists. Psychologists exercise reasonable judgment and take precautions to ensure that their potential biases, the boundaries of their competence, and the limitations of their expertise do not lead to or condone unjust practices.

This aligns with the CIS Code of Ethics as CIS states: Respect the dignity and equality of all individuals, groups, and cultures.

Principle E: Respect for People's Rights and Dignity

Psychologists respect the dignity and worth of all people, and the rights of individuals to privacy, confidentiality, and self-determination. Psychologists are aware that special safeguards may be necessary to protect the rights and welfare of persons or communities whose vulnerabilities impair autonomous decision making. Psychologists are aware of and respect cultural, individual, and role differences,



including those based on age, gender, identity, race, ethnicity, culture, national origin, religion, sexual orientation, disability, language, and socioeconomic status, and consider these factors when working with members of such groups. Psychologists try to eliminate the effect on their work of biases based on those factors, and they do not knowingly participate in or co done activities of others based upon such prejudices.

This aligns with the CIS Code of Ethics as CIS states: Respect the dignity and equality of all individuals, groups, and cultures.

Confidentiality

Counseling folder/paperwork

All counseling related records are kept in a secure and private location. Access is granted to the Student Counsellor. Each case referred to the counselor is recorded and treated with confidentiality. Counselling records are kept separately from school records.

This aligns with the CIS Code of Ethics as CIS states: A school should respect normally accepted conventions regarding confidentiality.

Exception to confidentiality:

If there is evidence of clear and imminent danger of harm to self-and/or others, the counsellor is legally required to report this information to the Child Protection Services (Child officer Ms. Rola Zain) for ensuring safety.

Mission Statement:

The mission of the Ittihad Private student counseling program is to ensure that students are encouraged and motivated to reach their full potential by providing a comprehensive student counseling program that values the individuality of each student and nurtures his/her educational, academic, personal and social needs.

Goals:

- Ittihad private school aims to integrate a comprehensive student-counseling program into all aspects of school policy, with collaboration with students, teachers and parents.
- The student-counseling program will ensure that students' welfare and safety is always prioritized.
- Ittihad private school student counseling program will maintain a positive environment of trust and reassurance where students are encouraged to reach out for support.

Codes of practice

- Each student is seen as a valuable member of his/her community and is treated with dignity and respect
- Every opportunity is granted for students to be empowered, and encouraged to grow in an environment of compassion and equality
- All students' ethnic and cultural diversity are considered in the design and delivery of student counseling services
- Counseling policies and procedures will be followed in order to serve the students best interests
- Confidentiality is key to the process of counseling and as such will be respected and maintained by all students and staff

Guidelines for the Department

The student counselor:

- Practices within the boundaries of individual professional competence.
- Adheres to ethical standards of the profession and relevant statutes established by the UAE government and regulatory organizations (KHDA).
- Maintains professional competence through educational, consultation and training experiences to improve awareness, knowledge, skills and effectiveness.
- Informs students the purposes, processes and goals of counselling at or before the time when the counseling relationship is entered.
- Maintains confidentiality of the students at all times- including the protection of personal information and record keeping.

Partners

- **Teachers** are a valuable resource as they spend the most time with students and are able to provide key information and feedback, which informs the counseling process. As such, teachers work with counselors to assess and monitor students' progress and well-being. Partnerships with teachers enhance the learning process as counseling interventions are integrated with classroom delivery.

- **SENDco (Special Education Needs and disability) Coordinator** collaborates with the student counselor on to ensure that students' needs are assessed holistically.
- **Students** are encouraged to take an active role in the student-counseling program as they work towards success in school. Various opportunities are provided through which students can benefit from the student-counseling program such as group counseling and workshops, in addition to self-referrals.
- **Parents/guardians** work in partnership with student counselors to help their students be successful in school. The school counseling program ensures that parents are given the tool to help their student with his/her developmental, emotional and social needs. Parent/guardian support is vital to the success of all counseling endeavors.

Referrals

If students require additional support outside the resources available at the school, they are referred to external resources such as psychologists, psychiatrists, doctors etc. following the consent of parents.

Services provided

1. Individual counseling

In individual sessions, students may draw, write, or just talk. Sometimes we work on learning a specific skill such as deep breathing for anxiety. Other times we work on role-playing situations, such as a problem with a friend or having a difficult conversation.

Personal counseling service may vary according to need, but may be concerned with:

- Addressing and resolving specific problems
- Making decisions
- Stress management
- Developing personal insights
- Coping with academic pressure
- Self-esteem and confidence building
- Grief and loss support

2. Workshops

The student counseling program addresses key issues faced by students of various age groups by designing and implementing workshops that provide students with key skills and techniques to navigate the world around them.

3. Group counseling

When there are multiple students experiencing similar problems or issues, it can be helpful for them to be in a counseling group together. Group counseling helps students build relationships and feel that they are not alone in their experiences, which will be conducted at a later stage.

4. Online counseling

Since the start of COVID, and due to distance learning, the counseling unit started providing online sessions, to ensure that students still have access to counseling services. These sessions may include one-to-one sessions, or group counseling sessions.

5. Schoology Platform

Due to the impact of COVID, the counseling office sought a way to interact with students regularly over the online platform Schoology. Through Schoology, materials and resources are shared with students that would help them in developing social and emotional skills, and soft skills that would help them in building resilience.

IPSJ School Principal

Dr. Michael Boots



Signature

Date of issue: August 2021

Date of review: September 2025