

July 31, 1990

01 AUG 1990

Report to the Headmaster
Counselling Services
Statistics

1.1 Since my last report I have conducted 883 interviews over 173 working days (adjusted for professional absence). This is a daily interview rate of 5.1 clients (4.3 last year). Over the same period there have been 216 class contact periods, Year 10 Study/Careers, Year 11 Study/Economics, Year 12 Assemblies) where one class period equals one daily interview. These contacts raise the daily interview rate to 6.3 (approximately). Semester II 1989 - 6 period day - Semester I 1990 - 7 period day - average for the year of this report is 6.5 period day.

1.2 Analysis of client interviews by year.

Year	$\frac{12}{249}$	$\frac{11}{201}$	$\frac{10}{328}$	$\frac{9}{57}$	$\frac{8}{25}$	$\frac{7}{7}$	$\frac{6}{16}$	$\frac{5}{-}$	<u>Total</u>
									883

1.3 It should be noted that the total number of interviews always includes multiple visits by some clients. The average annual number of visits by any particular client is now 3 (approximately). This means that 300 (approximately) different clients have been interviewed during the year.

1.4 Actual areas of concern of clients (from 300 boys (approximately)

Vocational	195	boys (approx)	65%	(approx 2/3)
Personal	45	boys (approx)	15%	(approx 1/3)
Academic	60	boys (approx)	20%	(approx 1/3)

2.1 Work Experience

40 Year 10 and 60 Year 11 boys have opted for work experience. Only 6 Year 12 boys have opted for work observation. (It will, in August 1990, be the Department of Education's intention to ask for 3 nominated dates per school for 1991 work experience. This matter will present problems for St Paul's).

3.1 Career Reference Centre

Most Year 10 boys wanted the p.m. visit so that, I believe, they could remain in the city. With our own CRC in Room 31 the visit to the city has almost no value.

Capital Needs

4.1 Our own CRC badly needs a photocopier, notice boards and a genuinely private counselling area. All these matters are taken up with the Bursar.

- 4.2 A computer terminal and printer for JAC (job and course explorer) - vocational program - is also necessary if we are to adequately service clients. This matter is also with the Bursar.

5.1 Ancillary Staff

While the Second Master has been most helpful with additional clerical staff in preparation for work experience, no regular staff are allocated in "normal" times. On the basis of a seven period day (see 1.1) I may have approximately 3.5 periods per week for administration in 1990-1991. Since bookings use all lunch hours, except where there are other meetings and as all morning recesses are also used for bookings, some regular assistance with routine matters is critical. On some occasions also I receive as many as 15 telephone calls between 0900 and 1200 hours. Many of them are routine and ought to be diverted. It must be noted that almost all the counsellors I know have at least part time clerical help. The counsellors at Stuartholme, Somerville and Terrace have full time clerks.

6.1 Counselling Periods

It is my intention - providing there is no objection from you - to experiment with 30 minute counselling slots. I do not really wish to do so and am not convinced the quality of service will not suffer but propose something like the following: *

0830 - 0900	Admin	1400 - 1430	Admin
0900 - 0930	Client *	1430 - 1500	Client *
0930 - 1000	Admin		
1000 - 1030	Client *		* This system might allow double booking of a particular client into an admin period if necessary.
1030 - 1100	Admin		
1130 - 1200	Client *		
1200 - 1230	Admin		
1230 - 1300	Client *		

Kevin Lynch