TO: ALL DDGs
ALL CHIEF DIRECTORS
ALL DIRECTORS
ALL SPECIAL SCHOOL PRINCIPALS

FROM: THE SUPERINTENDENT-GENERAL

SUBJECT: ADDITIONAL PSYCHOSOCIAL SUPPORT SERVICES DURING THE COVID-19 PANDEMIC

DATE: 09 JUNE 2020

1. The ECDOE has initiated the following stakeholder support from local Universities, on counselling support services. District and School Psychologists will be expected to supervise Student Counsellors and the agreements on minimum standards for supervision as follows:
   a. The students need to be supervised by a Registered Counsellor or a Psychologist at the placement sites.
   b. The students will be given a logbook that they will need to complete daily and must submit after completion of the hours determined by the Universities.
   c. The students will be provided with a register by the Universities to sign daily at the placement sites.
   d. The site supervisors will need to submit a report of each student at the end of the practicum.
   e. Therefore, the Universities will require an evaluation mark from the site supervisors which will be combined with the mark from the Psychology Department supervisor.
f. The institutions (Universities) will be conducting a monthly supervision of the students.

2. The roles and responsibilities of University supervisors are as follows:
   a. The supervisors will conduct monthly supervisions.
   b. Transportation of the students will be the responsibility of the Universities.
   c. The University supervisor will be responsible for the overall assessment.

3. The roles and responsibilities of ECDOE Psychologists will be as follows:
   a. ECDOE Psychologists will be responsible for weekly supervision/debriefing sessions.
   b. Submission of a report for each student after completion of the practicum.
   c. Also responsible for the assessment of the student, the mark will be out of 100.
   d. Monitoring of the students’ register and logbook.

4. School and District Based Psychologists must indicate their preparedness to supervise student Counsellors on the finalization of the Service Level Agreement between identified Universities and the ECDOE.

Yours in education,

TS KOJANA
SUPERINTENDENT-GENERAL

10/06/2020
DATE