

**Policy**

GUIDANCE SERVICES

A guidance program shall be incorporated into the district's educational program to aid students in making informed and responsible decisions and in using effective decision-making processes. The guidance program shall be developed and coordinated by the superintendent in consultation with teaching staff members he/she has identified as possessing necessary skills and abilities, to help students acquire the insights and knowledge they need to become autonomous, mature members of adult society in a democratic nation.

The purpose of the guidance program shall be to help students in learning to make their own decisions concerning life's many choices--personal, educational, and career/vocational.

The guidance program shall provide, as fully as possible, the information needed to make the best decisions concerning the student's educational program. Such information shall include facts such as test scores, grades and educational history. Student records may also include anecdotes, but shall not carry judgments, opinions and other advice. Students shall be encouraged to avail themselves of the help of the guidance department's personnel.

Guidance services shall include establishment of a referral system that guards the privacy of the student and monitors the efficacy of such referrals, when district resources are not sufficient, as in drug or alcohol counseling.

Adopted: March 26, 2008  
NJSBA Review/Update: July 2014  
Readopted: October 27, 2014

Key Words

Guidance Services

**Legal References:** N.J.S.A. 18A:35-4.2 Career development program  
N.J.S.A. 18A:36-19 Student records; creation, maintenance and retention, security and access; regulations; nonliability  
N.J.S.A. 18A:36-19.1 Military recruiters; access to schools and student information directories  
N.J.S.A. 18A:38-36 Employment certificates to part-time students; revocation  
N.J.S.A. 18A:46-5.1 Basic child study team services; provision by boards of education and state operated programs  
N.J.A.C. 6A:7-1.7 Equality in school and classroom practices  
N.J.A.C. 6A:8-1.1 et seq. Standards and Assessment  
See particularly:  
N.J.A.C. 6A:8-3.2  
N.J.A.C. 6A:9-13.2 Substance awareness coordinator  
N.J.A.C. 6A:9-13.7 Director of school counseling services  
N.J.A.C. 6A:9-13.8 School counselor  
N.J.A.C. 6A:14-3.4 Evaluation  
N.J.A.C. 6A:16-4.1 Adoption of policies and procedures for the intervention of student alcohol and other drug abuse  
N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts

GUIDANCE SERVICES (continued)

N.J.A.C. 6A:32-7.1 et seq. Student Records  
 N.J.A.C. 6A:32-13.3 Guidance and counseling

**Possible**

**Cross References:** 5000 Concepts and roles in student personnel  
 5010 Personal goals and objectives for students  
 \*5020 Role of parents/guardians  
 \*5113 Absences and excuses  
 \*5114 Suspension and expulsion  
 \*5120 Assessment of individual needs  
 \*5124 Reporting to parents/guardians  
 \*5125 Student records  
 \*5131 Conduct/discipline  
 \*5131.1 Harassment, intimidation and bullying  
 \*5131.6 Drugs, alcohol, tobacco (substance abuse)  
 \*6142.12 Career education  
 \*6145 Extracurricular activities  
 \*6146 Graduation requirements  
 \*6164.4 Child study team  
 \*6171.1 Remedial instruction  
 \*6171.2 Gifted and talented  
 \*6171.4 Special education  
 \*6172 Alternative educational programs  
 \*6173 Home instruction

\*Indicates policy is included in the Critical Policy Reference Manual.