

NEW PROVIDENCE HIGH SCHOOL



SCHOOL COUNSELING OFFICE

35 PIONEER DRIVE, NEW PROVIDENCE, NJ 07974

(908) 464-4716 ♦ FAX (908) 464-5118 ♦ CEEB CODE 310999

COUNSELING DEPARTMENT SERVICES

Counseling services at New Providence High School emphasize personal growth and development, student accountability, and educational/vocational planning. Students and parents are urged to draw upon the services, facilities, and expertise of the Counseling Department when they need assistance in academic or personal matters.

Staffing

The Counseling Department at NPHS is staffed by a Director, who also has a partial student load, three full-time counselors, an administrative assistant, and one secretary. Counselors are assigned students on all four grade levels. In this vertical plan, counselees remain with the same counselor throughout their four years of high school. The Counseling Department also includes the Student Assistance Counselor and our District Crisis/Mental Health Counselor, neither of whom have a specific caseload and both of whom focus solely on supporting students' mental health needs.

The administrative assistants perform the myriad of organizational and clerical duties associated with the department. Secretarial assignments and responsibilities aim to keep the counselors' clerical tasks at a minimum and to provide them with maximum student contact time. The counselors and administrative assistants are under the direct supervision of the high school administration.

Services

Counseling services focus on the following areas:

- Individual conferences
- Belonging and community
- Academic achievement
- Social-emotional concerns or problems
- Admission to college, vocational or business schools
- Career exploration
- Course selection and graduation requirements
- Schedule adjustments
- Scholarship and financial aid information
- Test administration and interpretation
- Decision-making skills
- Study skills and strategies
- Referrals to other professional services
- Group meetings

**WE ARE NO LONGER "GUIDANCE COUNSELORS" ONLY
FOCUSED ON GRADUATION
& COURSE SELECTION FOR STUDENTS.**

WE ARE PROFESSIONAL *SCHOOL COUNSELORS* WHO FOCUS ON

**THE ACADEMIC SUCCESS,
COLLEGE AND CAREER READINESS &
SOCIAL-EMOTIONAL DEVELOPMENT
OF ALL STUDENTS.**

Appointments

Appointments with School Counselors can be arranged by students before and after school or during lunch and study hall periods. Students make appointments with their counselors by completing a [request for conference form](#). Parents may confer with counselors either by phone or by appointment during school hours.