



**JUST  
TALK**



## Protocol for Student Placement Applications.

The following process will occur once exploringU counselling/Just Talk Campaign has received your interest/application form to work with us:

1. You will be offered an Interview with Sharon Kendall (MBACP) (FdA) (Dip) placement manager and Glenda Roberts (STRC) (MBACP) (Accred) (AIP) Director of exploringU counselling.
2. Sharon Kendall and Glenda Roberts will then discuss your application to see if the applicants are suitable.
3. If applicants are successful they will receive a letter to welcome them on-board. (Please note that some applicants may be unsuccessful.)
4. Those that have been successful will be invited in for an induction once we have received current DBS checks and references.
5. The induction process will take 2-3 hours this is where you will be made aware of all policies and procedures, counselling forms which are used, the rooms and availability.
6. We can start to refer clients to the relevant student counsellor this does depend on the availability of both parties.
7. Each student counsellor will be invited to the online booking calendar please note it is the responsibility of all trainee counsellor to book the room they request and the available times it can be used. NB: 24 hours notice is required to change or cancel a room, if this has not been given, you will be charged room hire £5.
8. All students must have their own liability insurance.
9. Students are requested to be part of the Just Talk Campaign Drop in sessions which are held on the last Saturday of each month.
10. A qualified counsellor will complete a general assessment with all potential clients before they are referred to the students.

Just Talk Campaign relies on donations  
To continue our positive life changing work  
Please help if you can.

Contact as below to make a donation  
Registration No: 1175216  
Registered in England and Wales

Telephone: 03301 200 279  
Email: [info@justtalkcampaign.co.uk](mailto:info@justtalkcampaign.co.uk)  
Web: [www.justtalkcampaign.co.uk](http://www.justtalkcampaign.co.uk)

Head office: Registered office address: The exploringU Centre for well-being, The Old Press Room, 54 station Road, Sudbury, Suffolk CO10 2SP



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11. In house supervision is provided on a group basis and as individuals this is at a cost to the student. Individual supervision is charged at £45 per 1.5 hours or £40 peer supervision.

- In house personal therapy is also provided by us, the cost of this is £40 an hour.

12. All students will be invited to team meetings and CPD workshops, which are compulsory.

Please note that we cannot guarantee that we can give you the total amount of client's hours that your course requests from you. We recommend that you may want to have a second placement elsewhere.

NB. DBS is at a cost to you £75.99  
Liability insurance is at a cost to you.

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