



School Counsellor RECRUITMENT PACK

Proud to be part of the



Introduction



Dear Candidate,

Firstly, I would like to take this opportunity to thank you for taking an interest in joining our team at Dene Magna School.

As you explore the information in this pack and consider a visit to our school, we hope you'll see why Dene Magna is such a remarkable place to learn and work. Our school is committed to the goal that "each and every learner shall achieve their maximum potential and enjoy the process," and we take immense pride in our community.

As an outstanding, successful, oversubscribed, and high-achieving inclusive school for students aged 11-18, Dene Magna is full of character, personality, and soul. We are a proud member of the Forest of Dean Trust, which also includes Drybrook Primary School and Forest View Primary School. Nestled in a picturesque setting, our location offers an easy commute from Cheltenham, Gloucester, Hereford, Bristol, and the surrounding cities.

We warmly invite you to arrange a visit to our school for a chat before you apply. Please contact us at 01594 546030 or email vacancies@denemagna.co.uk to set up an appointment. To apply, download our application form from the vacancies page on our website, and send it along with a cover letter detailing why you are the ideal candidate to vacancies@denemagna.co.uk by the closing date. Interviews will be scheduled based on suitability and availability.

This is a wonderful opportunity, and we look forward to hearing from you!

Best regards,

Declan Mooney
Head Teacher



About the Trust



Who are we?

The Forest of Dean Trust is built on collaboration, challenge and support. We are passionate about achieving the best possible outcomes for the students and communities we serve.

We are three schools situated in the Forest of Dean, Gloucestershire. Our Schools include Dene Magna (a secondary and sixth form), Drybrook Primary and Forest View Primary schools. All our schools have been graded Good or Outstanding by OfSTED in their most recent inspections.

We are ambitious and want our trust to continue to grow, but we are mindful that this growth should be done at the right pace and for the right reasons.



About Dene Magna School

Dene Magna is a Secondary and Sixth form school based across two sites in Micheldean and Cinderford. We have around 1,200 students in KS3, 4 and 5.

We work with our community and know that raising aspirations and supporting the pursuit of dreams is not straightforward. We listen, challenge and support and we know that everybody experiences a different journey. There is a genuine partnership between students, staff and parents/carers to support the pursuit of our vision. We have a relentless focus on excellent teaching and learning and, alongside our house system and a healthy dose of fun, we know that our community continues to thrive.

Our school is founded upon the collective pursuit of our leading aim and our students know what that leading aim is. We know that life throws us many challenges and we aim to work in partnership so that we can learn about what lies ahead and prepare ourselves for our role in not just modern Britain, but the world. Progress is rarely linear, in life and school, and we are passionate that our broad and balanced curriculum complements our pastoral care and pedagogy.

*Each and Every Learner Shall
Achieve their Maximum Potential & Enjoy the Process*

Dene Magna is built upon excellent relationships, honest conversations and unwavering support to get the best out of each other. Staff work together to improve their teaching, students are actively involved in leadership across the school and parents are listened to and supported in our shared journey.

The modern world is a complex place and we seek to equip our students with the skills to thrive and to make a difference. We acknowledge that teenage years are a minefield to navigate and we support parents/carers in their journey, but we relish the opportunity we have been given to influence the lives of young people in the Forest of Dean.

If you visit Dene Magna you will see that there is a simple, common-sense approach to working with young people that is founded on giving and getting respect. Our staff love their jobs and we work hard to instil that love of our school into our students and the wider community. We are very serious about our role within the community and we are an active presence within it.



HeadTeacher - Mr Mooney

Dene Magna
Abenhall Road
Micheldean
Gloucestershire
GL17 0DU

01594 542370

vacancies@denemagna.gloucs.sch.uk

www.denemagna.co.uk





Job Description

School Counsellor

Full time, term time only

Salary points 26 - 30 (£38,510 - £42,123) FTE 0.87, equating to a gross annual salary of £33,504 - £36,647

Reporting to Designated Safeguarding Lead (DSL) / Student Development Lead

Job Purpose

The School Counsellor will provide a confidential, professional counselling service to students, supporting their emotional wellbeing, mental health, personal development, and resilience. The postholder will work collaboratively with students, families, staff, and external agencies to ensure that young people receive appropriate support and are able to engage successfully with their education.

The School Counsellor will demonstrate a strong understanding of neurodiversity and provide neuro-affirming support to students with additional needs, including those with Autism, ADHD, Dyslexia, Dyspraxia, Dyscalculia, Tourette Syndrome and other neurodevelopmental differences. The postholder will work collaboratively with SEND staff, families and external professionals to ensure emotional wellbeing support is accessible, inclusive and responsive to individual needs.

The School Counsellor will contribute to Dene Magna School's commitment to safeguarding, inclusion, student wellbeing, and the promotion of positive mental health across the school community.

Key Responsibilities

Counselling and Student Support

- Provide one-to-one counselling for students experiencing emotional, social, behavioural or mental health difficulties.
- Assess student needs and develop appropriate support plans.
- Maintain professional counselling records in accordance with school policies, GDPR requirements, and professional standards.
- Support students experiencing anxiety, bereavement, self-esteem issues, family difficulties, friendship concerns, stress, trauma, or other emotional challenges.
- Help students develop coping strategies, resilience, emotional regulation skills, and positive wellbeing practices.
- Deliver short-term, solution-focused interventions where appropriate.

Safeguarding and Child Protection

- Adhere to all safeguarding and child protection procedures.
- Identify concerns relating to student welfare and make referrals in accordance with school safeguarding policies.
- Work closely with the Designated Safeguarding Lead and pastoral team to ensure students receive appropriate support.
- Maintain professional boundaries and communicate confidentiality limits clearly to students.



Job Description continued

Neurodiversity and SEND Support

- Provide neuro-affirming counselling and therapeutic support for students with identified or emerging neurodivergent needs.
- Adapt counselling approaches, communication methods and interventions to meet the needs of autistic students and those with ADHD, dyslexia and other neurodevelopmental differences.
- Work closely with the SENDCo, Learning Support Team and pastoral staff to support students whose emotional wellbeing may be impacted by neurodivergence.
- Support students with emotional regulation, sensory needs, anxiety linked to neurodiversity, social communication difficulties, executive functioning challenges and school engagement.
- Contribute to support plans, risk assessments, EHCP reviews and pastoral support plans where appropriate.
- Liaise with families and external professionals to ensure a joined-up approach to student wellbeing.
- Promote neurodiversity-affirming practices throughout the school and advocate for reasonable adjustments that support student wellbeing and participation.

Collaboration and Multi-Agency Working

- Liaise effectively with pastoral staff, SEND staff, attendance teams, senior leaders, and external agencies.
- Attend relevant pastoral, safeguarding, and student support meetings.
- Signpost students and families to specialist mental health and support services where appropriate.
- Contribute to Early Help assessments and multi-agency meetings when required.

Mental Health Promotion

- Support the development of a whole-school approach to mental health and wellbeing.
- Deliver workshops, assemblies, or small group sessions on wellbeing and emotional health.
- Contribute to staff awareness and understanding of student mental health needs.
- Support initiatives that promote resilience, inclusion, positive relationships, and emotional wellbeing.

Record Keeping and Reporting

- Maintain accurate, secure, and confidential records.
- Monitor and evaluate the effectiveness of counselling interventions.
- Provide anonymised reports and impact information to senior leaders as required.
- Ensure compliance with professional, legal, and ethical requirements.

Professional Development

- Maintain professional registration and accreditation as appropriate.
- Undertake continuing professional development to maintain current knowledge and best practice.
- Participate fully in school training, including safeguarding and health and safety training.

General Responsibilities

All staff at Dene Magna School are expected to:

- Support the school's vision, values, and ethos.
- Promote safeguarding and the welfare of children and young people.
- Contribute positively to the wider life of the school.
- Promote equality, diversity, and inclusion.
- Follow all school policies and procedures.
- Act as a positive role model for students.



Skills and Experience

Criteria	Essential	Desirable
Qualifications	- Relevant professional qualification in counselling, psychotherapy, or counselling psychology. - Accredited or working towards accreditation with a recognised professional body (e.g., BACP, UKCP, HCPC).	Mental Health First Aid qualification.
Experience	- Experience of providing counselling or therapeutic support to young people. - Experience of working within safeguarding frameworks. - Experience of maintaining confidential records and case notes. - Understanding of adolescent mental health and emotional wellbeing.	- Previous experience working in a secondary school setting. - Experience delivering group interventions and wellbeing workshops.
Knowledge and skills	- Strong understanding of counselling approaches relevant to young people. - Excellent communication and interpersonal skills. - Ability to build positive and trusting relationships with students. - Knowledge of safeguarding legislation and best practice. - Ability to work independently while contributing effectively as part of a wider team. - Strong organisational and record-keeping skills. - Ability to manage sensitive and challenging situations professionally.	Knowledge of local mental health services and referral pathways
Personal qualities	- A positive attitude to continuous improvement - A commitment to ensure each student maximises their potential and enjoys the process - A positive role model to students - A sense of humour - An ability to communicate and work with a range of adults - Hardworking and a team player	



Benefits

We believe that to provide the best teaching and learning experience to our students we should invest in our staff, and insure they are supported in delivering great experiences, that will shape our students growth.

Supported by the Trust, we offer a range of benefits to enhance our work environment and support the professional and personal growth of all staff, including work-life balance.

Pension Scheme

At the trust, we value your future. That's why we offer membership to the Local Government Pension Scheme (LGPS) to all staff. The LGPS is one of the UK's largest and most generous public sector pension schemes, providing you with a secure and reliable income in retirement, employer contributions, and a range of valuable benefits for you and your family.

Other staff benefits

- Competitive, benchmarked salary
- At least 6 INSET days a year
- Protected CPL time
- Supported professional development pathways for all staff
- Excellent leave entitlement for central services trust staff, 25 days a year, increasing to 30 days after 3 years of service.
- Annual leave trading for eligible staff allowing the purchase or sale of up to 5 days leave a year.
- Family-friendly policies
- Flexible working for appropriate roles
- Membership to industry benefit scheme - Blue Lights, offering discount
- Free access to the Gym out of hours at Dene Magna School
- Qualified Level 5 or 7 coaching for employees



Are you interested?



Application

To apply for this position, please complete an application form which can be found at <https://www.denemagna.co.uk/page/?title=Vacancies&pid=109>

Please send this application form to vacancies@fodt.co.uk along with a covering letter explaining why you think you would be a great fit for the position.

Applications must be received no later than **Friday 25th September 2026 at 9:00am**. Applications received after this date will not be considered.

If you have any questions about the role, the recruitment process or would like to have a visit of our school, please contact us on HR@fodt.co.uk.

Interview Process

Interviews will be held **w/c 5th October 2026**. Shortlisted candidates will be invited by email to attend an interview.

References may be taken up after shortlisting. Please indicate on your application form if you are happy for us to do so. As part of your interview, you may be asked to undertake a practical test related to the knowledge and abilities in the person specification - this will be confirmed when we send you an interview schedule nearer the date, along with any prior preparation you can complete.

Safeguarding

Forest of Dean Trust and its Schools are committed to safeguarding and promoting the welfare of children and young people and would expect all staff to share this commitment. The school believes in equal opportunities and encourages all staff and children to be treated similarly, unhampered by artificial barriers or prejudices or preferences.

As a Trust we are committed to safety awareness and we undertake the following procedures:

- We have DSL's trained to an enhanced level.
- All staff will require an enhanced DBS check, section 128 check and the prohibition register will be checked. We also have staff trained in Safer recruitment.
- We will conduct online searches (including social media) for all shortlisted candidates.
- Our Child Protection Policy can be found on our website under Policies.

Dene Magna School
Abenhall Road
Mitcheldean
Gloucestershire
GL17 0DU

www.denemagna.co.uk

HR@fodt.co.uk

