

## **GUIDANCE PROGRAM**

The guidance process is the part of the school program designed to help each student develop a realistic self-concept, acquire vocational knowledge and available educational opportunities, and make appropriate personal adjustments and decisions. The program should be organized to assist the student in establishing and attaining worthwhile personal goals.

Each middle school and high school will operate an organized guidance program. This program will include counseling, orientation, individual inventory, information for self-understanding, and educational and occupational planning placement and follow-up.

Guidance counselors, in cooperation with teachers and administrators, will assist each student in planning a program of study. The program and related courses taken by a student should be determined by the student's individual needs and abilities.

Accurate and complete individual, permanent, and cumulative student records will be maintained in each school.

Adopted: April 11, 1995

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Legal Ref.: Code of Virginia, 1950, as amended, Section 22.1-209

Regulations to the Virginia State Board of Education, Revised 1993,  
VR 270-01-0012 (Sec. 6.3)

Cross Ref.: JO, Student Records