

Principles for Organizing School Guidance Services

Before giving guidance for students, school guidance services should be organized. In order to organize school guidance services, certain principles should essentially be followed. Jones has insisted not to separate guidance from the normal school life. According to him, this can be focused in some specific part of the subject. It cannot be restricted to the office of the counselor or a headmaster. For organizing school guidance service, application of certain principles is must.

According to **Humphry and Traxler**, some basic things for organizing school guidance service are described as follows:

- (1) **Defining the Objectives Clearly:** The objectives of entire guidance programme should be clearly defined at the time of organizing school guidance service. While defining these objectives, the school ideals and needs of the pupils must be kept in mind.
- (2) **Defining the Tasks:** All the activities are to be performed through the guidance programme must be enlisted before hand.
- (3) **Allocation of Duties:** The success of the guidance programme depends upon the allocation of duties to the persons involved in this job in advance so that every person should have a clear idea what he is to perform. The allocation of these duties should be according to the abilities of the persons of workers.
- (4) **Defining the Powers:** The workers should be made aware of their powers just like their duties.
- (5) **Defining the Relations:** The relations of employees working in the guidance programme, whether full-time or part-time, must be defined clearly. In spite of this, their relations should be defined in accordance with their guidance responsibilities with other employees.
- (6) **Nature of Guidance Organization:** It is proper to decide about the structure of school guidance service prior to its beginning, such as number of its employees, finance, size etc. the basis of its composition should be the objectives of the institute, financial resources and the number of students in the school etc.
- (7) **Simplicity:** The organization of school guidance service should not be of complicated nature. The framework of its structure should remain simple as far it is possible, because every person will start taking interest in such a simple framework of the organization.

These are some principles for organizing for school guidance services. There are many other principles by other experts. Thus, you can use to organize school guidance services as you like.

Organizing And Evaluating Elementary School Guidance Services Why What And How

RD Boyd



Organizing And Evaluating Elementary School Guidance Services Why What And How:

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