



# PETER'S PLACE

A Center for Grieving Children & Families

## School-Based Services Agreement 2024-2025

(To be completed by School Counselor or Social Worker. Please review, sign, and *return page 3 only.*)

Peter's Place is pleased to partner with your school to provide grief support to your students. At Peter's Place, our dedicated team of trained facilitators ensures that peer support remains at the core of our approach. While addressing the challenging subject matter of grief, our aim is to cultivate a positive and nurturing experience for every student. The overall goal of the Peter's Place peer support group is to create a safe and supportive environment where grieving students connect with peers, fostering understanding and solidarity in their grief.

To ensure our partnership can meet the needs of the students, the school community and Peter's Place staff, we outline the following agreement.

### **Peter's Place will support the students and school community in the following ways:**

- Provide a trained clinician to facilitate a peer support grief group.
- Give grieving students an emotionally safe and contained group environment.
- Offer the opportunity for grieving students to support each other in a group setting.
- Provide all materials necessary for all group activities.
- Meet with school staff co-facilitator in week 3 or 4 to review progress.
- Educate school staff through professional development offerings as requested.

### **School Staff Responsibilities:**

- Obtain support from school leadership to partner with Peter's Place for a school-based grief group.
- Recruit students and complete the Intake Assessment Form, Caregiver Permission Form and a pre-group Questionnaire.
- Provide availability to Peter's Place staff for scheduling purposes (see Page 2)
- Reserve a private, dedicated space, free of interruption, that is available 15 min before and 15 minutes after the group.
  - Example Locations: Library, Counseling Office, Conference Room
  - Space remains consistent for the duration of the group.
  - Space will have tables and chairs that can be set up in a group formation.
- Attend each group, sitting with the group and participating in discussion and activities. This may include sharing information relating to your personal grief.



### School Staff Responsibilities Continued:

- Communicate any concerns as they arise with Peter's Place staff.
- Inform the Peter's Place facilitator about any individual student preferences, including religious customs and preferred pronouns.
- Meet with Peter's Place facilitator in week 3 or 4 to review progress.
- Monitor attendance on group days and inform your Peter's Place facilitator of significant student absence prior to their arrival. *Groups will be canceled with fewer than four students in attendance on group day.*
- If a school counselor is unable to attend a group, an alternate staff member will assume the roles and responsibilities of co-facilitator as shared here.

### School Staff will support the students in the following ways:

- Understand that priority is given to new students who have not yet participated in a school-based group.
- Schedule group during an academic class, not lunch or recess.
- Assist in enabling students to arrive on time for group each week.
- Provide behavioral and emotional support to students before, during and after the group (including redirecting students during group, as needed).
- Remain connected to caregivers to provide support, updates and information related to the group experience.
- Recognize group enrollment is optional and honor the comfort level of the student. If a student expresses discomfort or displays signs of resistance to attending group, we will discuss the student's option to discontinue with the group.
- Recognize that after the second week, the group is closed. Therefore, if a student is absent/misses group during the first two weeks, the student will be considered for a group in the future.

***Retain this agreement for your records. Please review, complete, sign, and return page 3***



## Part II - Student/Counselor Availability

**Counselor's Note:** Please provide your students' availability for group below, sign this agreement, and return to Carla Levins, Assistant Director of Community Services at [carla@petersplaceonline.org](mailto:carla@petersplaceonline.org).

Groups are offered three times during the school year – Fall, Winter, and Spring. Please indicated what times you are available to co-facilitate a 45-minute group; keeping in mind that room needs to be available 15 minutes before and 15 minutes after group. Please include student lunch periods as we don't offer groups during lunch or recess. We can adjust to bell schedules/block schedules as needed. Please remember that School Counselors are **required** to attend each group, sit with the group, and participate in discussion and activities.

\*Please note that Peter's Place does not offer Monday groups this school year.

**Lunch Periods:** \_\_\_\_\_

**Recess Periods:** \_\_\_\_\_

**Available Times:** \_\_\_\_\_

**School Name:** \_\_\_\_\_

**Staff Member:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**School Street Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_ **Phone (ext):** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Staff Member Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

