

REFLECT ON ACADEMY



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PROSPECTUS FACTSHEETS OF PROFESSIONAL DIPLOMA IN COUNSELLING COURSES 2021/2022



Approved Centre



Come and experience for yourself what Reflect On Academy has to offer. Here are details of courses starting soon. The fact sheets give essential information on the courses offered in 2017-2018 and more general information on the College.

Prospectus Factsheets

We would like to take this opportunity to welcome you to Reflect-On Academy 2021 -2022 Factsheet and thank you for choosing to study with us. We hope you will find programmes in this prospectus that capture your interest.

About Reflect – On Academy

Reflect-On Academy is a training organisation (Limited Company Registered in England and Wales) accredited by NCFE* to provide a variety of courses ranging from day to day life skills, workplace skills for employees and people management skills for professionals to specific training for those interested in a career in Counselling.

Reflect-On Academy is an organisational member of the British Association of Counselling and Psychotherapy (BACP) and subscribes to their Code of Ethics. Reflect On Academy believes there are no short cuts in either the treatment of emotional distress or in counselling training. Hence, our clinical training course is designed to give the learner sufficient time to be able to absorb and implement counselling practical and techniques fundamental to working professionally within the therapeutic relationship at the most appropriate depth.

Courses for Academic Year 2021 – 2022

- Advanced Certificate in Counselling Skills and Theory: – Level 3
- Professional Diploma in Psychotherapeutic Counselling – Level: 5¹
- Higher Diploma in Applied Creative Therapeutic Arts Practice with Young People - Level 6
- Diploma in Clinical Supervision – Level: 7 Post Professional Qualification
- Diploma in Couples Counselling: An Integrative Perspective – Level: 7 Post Professional Qualification
- Further Education Teacher’s Training: Level 3, 4 & 5 (teaching qualification for qualified counsellors).

Our NCFE accredited courses have their learning outcomes benchmarked using the QCF national framework’s level descriptors to allow you to consider the difficulty and depth of study for our different courses. Level 3 is A Level/Advanced standard, Level 5 is foundation degree standard, Level 6 is university first degree standard and Level 7, post graduate degree standard. For more information, please contact info@reflectonacademy.co.uk

We also offer Continuing Professional Development Workshops as well as conferences and seminars.

Funding

Learners may also be able to access reduce rate according to individual entitlement criteria (e.g. employment status). When you apply, please let us know if you are on low income (requires proof)

About NCFE

*NCFE is a recognised as an Awarding Organisation by the qualification regulators ('regulators') for England, Wales and Northern Ireland. The regulators are the Office of the Qualifications and Examinations Regulator (Ofqual) in England, the Welsh Government in Wales and the Council for Curriculum, Examinations and Assessment (CCEA) in Northern Ireland.

Six Reasons to Study with Reflect On Academy

With mental health problems, an ever-present issue for an unfortunately large proportion of the population, Counselling is as important a profession as any. If you're not quite convinced that Reflect On Academy Diploma in Psychotherapeutic Counselling is right for you, check out our six reasons to study with us

¹ The Diplomas is non-regulated and as such not a nationally regulated qualification. However, NCFE ensure we provide our courses within a quality framework which shows we deliver a learning experience with value and they will provide a certificate of achievement.

1. The opportunity to make a real difference in the lives of others.
2. You'll learn something you can use in real life.
3. The chance to apply Counselling rather than just acquiring it.
4. Make a positive impact on society.
5. Our staff are professional qualified and are members of professional bodies.
6. Opportunity to work with new people every day. Diverse and safe environment. Employment prospects

Enquires

Please contact Reflect On Academy administrator for more information.

Tel: 0208 660 6283/0778 717 2968

Email: reflect_on@btconnect.com

COURSES

Professional Diploma in Psychotherapeutic Counselling Level 5

The Level 5 Diploma in Psychotherapeutic Counselling and Psychotherapy has been designed to meet the training requirements for counselling practitioners as outlined by the British Association of Counselling and Psychotherapy (BACP). This course meets the BACP Registration requirements. Hence, learners are eligible to apply for registration and can be used to support learner's application for individual accreditation when the necessary hours of clinical practice and personal therapy completed.

Registered Counsellors are required to be able to perform significant in-depth therapeutic work with their clients using various therapeutic approaches. These skills must be taught and assessed beyond the realms of theory.

The Diploma in Psychotherapeutic Counselling provides learners with an in-depth knowledge base and practice skills in professional counselling. This programme achieves this through the encouragement of scholarship in counselling, professional skills training and attention to the recognition of the counsellor as a person within counselling. The programme provides career opportunities in human service settings and is well suited to people who work with individuals, families, groups and communities in many different fields and circumstances, such as loss and grief issues, mental health and well-being, domestic violence, sexual abuse, drug and alcohol issues, and relationship issues.

Many of Reflect On Academy graduates who have now qualified are practising counsellors on BACP national registers.

Programme Description

Key course features

Qualification: Diploma in Psychotherapeutic Counselling

Level: 5 (QCF national framework's level descriptors - foundation degree standard)

Mode: Part-time

Time: 9.00am – 4.00pm and 9.00am – 12.00pm (2-Saturdays a month), including 6.00pm – 9.00pm (mid-week 1 evening a month).

GLH: 450 (face to face)

Requirements for Field Education: To complete this program you must complete 30 hours of supervision relating to a minimum of 150 hours of client contact

Start Date: 10 September 2022

Fees: £1850 yearly. (£250* non-refundable deposit paid in advanced or with Registration and £1600 balance by monthly instalments (12x111.33 = £1,600) *. Discount of 15% if paid in full².

Validation: NCFE Licence

Attendance: A minimum of 80% attendance³

Professional Registration and Accreditation: The level 5 diploma meets BACP requirements for registration and accreditation (once you completed the appropriate clinical hours).

Who is This Course For?

The Diploma targeted to those people who wish to progress to a qualification in counselling and designed for those who want to make counselling their career or whose work demands higher level counselling skills. Or anyone working in related professions by adding valuable understanding and skills. They should feel able to commit themselves to the objectives of the course and to achieve the standard required for the work. In

² If you would like to know more about the fees listed and what this means to you then please get in touch with us: reflect_on@btconnect.com

³ It is expected that students will attend all classes, workshops and group meetings for the units. Students must meet a minimum of attendance requirement of 80%. Any student falling below 80% will be withdrawn from the course.

considering applications, we seek evidence that candidates have the personal and professional qualities and experience required to meet the demands of the course. As well as the capacity for drawing on personal resource.

Entry Requirements

As the demand for professional counsellors increases, particularly in the private sector, the Diploma in Counselling offers an opportunity to develop professionally and personally through an academic and experiential programme of study. Applicants must complete the application form. This must be accompanied by:

- Successfully completed Reflect On Academy Level 3 Certificate in Counselling Skills and Theory or equivalent at level 3.
- Completed CV
- A passport sized photograph
- Enhanced disclosures via the Criminal Records Bureau
- Provide evidence of good character and personal attributes via 2 referee reports.

Candidates will be assessed in terms of evidence shown of the following attributes or the potential for developing them:

- Self-awareness, maturity and stability.
- Ability to make use of and reflect upon life experience;
- Capacity to cope with the emotional demand of the course
- Ability to cope with the intellectual and academic requirements
- Ability to form a helping relationship
- Ability to be self-critical and use both positive and negative feedback;
- Some awareness of the nature and prejudice and oppression of minority groups
- A primary need for training in helping others rather than personal counselling

Selection is based on a written application form and an interview. Candidates are sent course information which must be completed and returned to the Course Administrator. An offer of a place on the course will depend upon the entry criteria described above and a successful interview. The interview is an important part of the selection process, and applicants will need to demonstrate the criteria listed above and on the BACP website in order to be offered a place.

Applicants successful at interview will have the professional and personal qualities for counselling training*, as well as a good understanding of the expectations and commitments of the training. Strong relational and communication skills are essential, along with maturity, self-awareness and self-reflective ability, and the ability to engage with the academic requirements of the programme. Applicants will need to show the confidence and enthusiasm required to successfully negotiate a work-based learning opportunity, and a clear idea of the area of specialism they wish to develop. Applicants also need to be at the right time in their own lives to be able to engage fully with this highly demanding training. *In preparation for interview applicants are advised to look at the BACP website and the BACP Ethical Framework www.bacp.co.uk/ethical_framework/ which lists the values and personal qualities expected of counsellors

The aims of the programme are to

The principle aim of the Diploma is to provide a coherent and progressive learning programme relevant to the needs of the counselling sector in the UK and the opportunity to access individual membership and the BACP professional register/Accreditation. The Diploma combines academic learning, reflection and clinical work. Principally aimed at providing training in working with adults. It is designed to enable the student to develop as a reflective counselling practitioner with a critical understanding and awareness of the influence of socio-cultural context and power relations. The programme framework will enable students to develop and integrate theoretical knowledge, counselling skills and competencies, personal and inter-personal awareness, supervised clinical experience, and a therapeutic attitude which is sensitive to the dynamics of cultural context.

The emphasis of the course is on the provision of counsellor training for those people who aspire to be a Registered Accredited Clinician Practitioner.

About the course

Diploma in Psychotherapeutic Counselling is a 450 hours qualification comprising 5 units.

Course structure

The course is taught over 3 years (450 face-to-face hours) part-time and consists of five units.

The core theory is Person-Centred approach (you also engage in other theories, such as CBT, Psychodynamic and Therapeutic arts) providing students with the opportunity to engage in professional and personal development to the standard that British Association Counselling and Psychotherapy (BACP) requires for professionally accredited counsellors.

The course is specifically designed to accommodate people who have work commitments which make Daily attendance difficult and for that reason the course takes place evenings/weekends.

On successful completion of the programme and the necessary clinical hours (as required by BACP) met, you may apply individually to become an accredited member of the BACP. The Diploma enables those who wish to, to apply to the BACP to be on their Register following the completion of a Certificate of Proficiency.

The course runs one evening a week and one Saturday a month or two Saturdays a month and consists of:

- weekly/monthly lecture/application sessions, clinical seminars and experiential groups, tutorials and
- eight written assignments.

Extensive regular reading and private study of at least 10 hours per week between the taught periods are recommended.

Over the two-years six months duration of the course you must also complete the following:

- a minimum of 150 hours clinical contact with clients
- supervision sessions at a minimum 1:6 ratio to client hours
- a minimum of 50 hours' personal therapy with an approved therapist/counsellor.

The course tutors will support and guide you regarding your academic work, and offer a forum for the discussion of personal and professional development. All tutors are professionally qualified and accredited/registered counsellors or psychotherapists.

Course Outline – Units

- Psychotherapeutic Approaches, Human Life Development Process, Socio-Political Dimensions (difference, ethnicity, culture, gender, class, etc.)
- Counselling Skills and Practice: Developing Higher Counselling Skills, Mental Health, Client Work*, Therapeutic Arts
- Legal, Professional, and Ethical Issues in Counselling
- Personal and Professional Development
- Counselling Research, Extended Essay

* This unit exclude the 150 hours client work experience (external supervised clinical placement)

Additional Information – Placement and Personal Therapy

You will be required to complete a minimum of 150 hours of supervised client work as a formally contracted volunteer in a counselling agency. 30 hours of supervision relating to the above 150 hours of client contact. You will also be required to complete a minimum of 50 hours personal These commitments are your own responsibility to secure and manage. Please note supervision and personal therapy fee is not included in the course fees.

Teaching and Assessment

Teaching

A combination of lectures, power point presentation, handouts, seminars, group discussions, DVD presentations, class discussion of research papers, peer review of clinical material, contributions to small (3-4 people) large group discussions (4 or more), working in pairs and suggested reading.

Assessment

In class case presentation, on-going self and peer assessment process, role play, small and large group discussions, reflective work, essays, book/literature review, case studies of your supervision work, segment of a tape session -10 minutes in length and critique of taped sessions, ongoing presentation including poster presentation, research proposal/research project and private study, supervision report, log of counselling practice, personal therapy & extended essay (mini dissertation) and maintain reflective personal journal. In class supervision practice group work.

Timetable

2 Saturdays a month 9.00am - 4.00pm/9.00am -12.pm. Midweek 6.30-9.30pm (1 evening a month). Additional time will be required by students for reading, writing assignments, counselling practice in a trainee placement, individual clinical supervision and personal therapy/counselling.

What will I get at the end of the course?

Diploma in Psychotherapeutic Counselling Level 5

Qualification

Diploma in Psychotherapeutic Counselling (Level 5) which qualifies you to work with individual adults. The graduate counsellor will be competent to work in a variety of setting including agencies, GP surgeries, medical settings and independent practice.

Where next

On successful completion of the Diploma in Psychotherapeutic counselling, you may be eligible to proceed to Reflect On Academy Level 6 Higher Diploma in Creative Therapeutic Arts Practice with Young People, Level 7 Diploma in Clinical Supervision, Level 7 Diploma in Couple Counselling: An Integrative Perspective. A Post Graduate MA in Counselling and Psychotherapy Practice at the University Bath Spa (60 credits APL); work towards individual BACP Registration/Accreditation, when the necessary hours of clinical practice have been completed.

How to apply?

Please request an application form by contacting Reflect On Academy administrator at reflect_on@btconnect.com or telephone 0208 660 6283 or 0778 717 2968.

Start Date: 10 Sep 2022	Duration: 3 years
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Reflect On Academy



Please select the course you are applying for

Professional Diploma in Psychotherapeutic Counselling Level 5

Diploma in Clinical Supervision Level 7 Post Professional

Diploma in Couple Counselling: An Integrative Perspective – Level 7 Post Professional

Higher Creative Therapeutic Diploma in Youth and Schools Counselling Award in Education and Training – Level 5

INFORMATION ON THE APPLICATION PROCESS

- The enclosed application form is confidential and will be seen only by the course selectors and administrators.
- Whilst the form asks for biographical information, the focus is on the eight open-ended questions. (Please add extra pages if you wish).
- You should submit **TWO** copies of your application form to:

Course Administrator
Reflect – On Academy
50 Selcroft Road
Purley CR8 1ASD

- There is no application fee.
- Early application is strongly recommended.
- Interviews take place in Purley preceding the commencement of the course.

REFEREES

- Please choose two referees who know you well enough to comment across the five areas listed on the "Details for Referees". Both may not be able to comment on all areas, but please ensure, from your choice of referees, that every area is attended to by at least one referee.
- It is your responsibility to approach your referees, giving each of them one copy of "Details for Referees" (appended to this form), a photocopy of the course brochure and, if appropriate, a stamped, addressed envelope so that they can forward the reference as soon as possible to:

Course Administrator
Reflect – On Academy
50 Selcroft Road
Purley CR8 1ASD

Reflect On Academy



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Diploma in Couple Counselling: An Integrative Perspective – Level 7 Post Professional

Higher Creative Therapeutic Diploma in Youth and Schools Counselling Award in Education and Training – Level 5

Advanced Certificate in Counselling Skills Theory and Skills – Level 3

The applicant for this course will have given you a photocopy of the course information, along with this form and their request that you supply a reference directly to us. In the reference we would be grateful if you could give us information and evaluative comment concerning the applicant in relation to as many of the following five areas as possible. [We recognise that you may not be able to comment on **every** area.]

- The previous counselling experience of the applicant or work in a helping role;
- The applicant's ability to cope with the emotional pressures of a personally involving course;
- The applicant's intellectual capacities;
- The applicant's **readiness at this time** to undertake a course of this nature.
- The applicant's reasons and motivation for coming on this particular course.

Should you require any further information please use the following address, to which references should be sent:

Course Administrator
Reflect – On Academy
50 Selcroft, Road Purley
CR8 1ASD

Thank you in advance for your help.

Reflect On Academy



Professional Diploma in Psychotherapeutic Counselling Level 5

Diploma in Clinical Supervision Level 7 Post Professional

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- The applicant’s **readiness at this time** to undertake a course of this nature.
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 CR8 1ASD

Thank you in advance for your help.

Reflect On Academy



CONFIDENTIAL APPLICATION FORM

Title:	Surname:	Forename:	DOB:
Address:			
Email:	Telephone (day):	(evening):	
Nationality:			
Where did you learn about the course?			

Have you had any court convictions other than spent convictions under the Rehabilitation of Offenders Act 1974 or are any proceedings pending (if the answer is yes please give details)? Yes No

Do you have any health problems or a disability which relevant to the course?

Present Occupation/Employment

Past occupation/Employment

Educational History

Please give details of your educational experience. Date, names of institutions and examinations passed (with grades if relevant) should be given.

Details of previous work as a counsellor/supervisor/teacher (if any)

Details of counselling/teaching training, including any courses that were not completed (it is preferred that people have had previous significant training and experience as a qualified counsellor)

Motivation and commitment to embark on this course (reasons beyond simply personal development)

Tell us why the programme at Reflect On Academy appeals to you.

Tell us about what kind of experience you have gained that is relevant to the training and what you have learned from it.

Demonstrate your ability to reflect on yourself and your experiences

Demonstrate insight, honesty, imagination and ability to make links

Demonstrate your development of self-awareness and willingness to benefit from that process



Demonstrate ability to respond sensitively and empathically to others



Your present strengths and weaknesses in the role of a counsellor/teacher as you perceive them:



Please describe your own motivations and reactions in the process of addressing prejudice.

Please go into detail on the ways in which your philosophy, theory and practice, as you currently understand them, relate to your own personality and experience, including your awareness of difference and equality and ability to work with difference.

Please give us an example of an ethical dilemma and how you dealt with it?

Your thoughts about possible effects on your life and current relationships by undertaking training of this kind.

Your thoughts and plans for coping with the academic work required by the course and your awareness and ability (if needed) to recognise the need to ask for support.

Demonstrate capacity to cope with the emotional demands of the course and the awareness and capacity to seek support

Please write here anything else you would want us to know about you.

REFERENCES

I have approached the following two persons to act as referees for me, given them a copy of ‘Details for Referees’ as well as a photocopy of the Course information and asked them to forward references directly to you as soon as possible (give names and address) NB Please include one of your trainers as a referee if you have undertaken a skills training:

1. Name:
Address:
Your relationship to referee:

2. Name:
Address:
Your relationship to referee:

Signed.....Date.....