



Placement Requirements for Trainee Counsellors & Therapists

Trainees hoping for a placement opportunity under The Bower Tree must adhere to the following requirements:

- Trainees must be in the second or third year of training and have experience of placement elsewhere, due to our client needs we only offer second placement.
- Names and contacts for two references, one of which must be your most recent employer or training institution.
- We also require an official letter on headed paper from a course tutor or training institution to confirm that you are ready for placement.
- Trainees must have a suitable enhanced DBS certificate before beginning placement. The Bower Tree are registered with a disclosure service that completes enhanced checks on our behalf, however you will need to pay for the DBS search fee, which will be in the region of £65.
- We will also need proof of your identity and address, such as a scan of either a passport or driving license and a recent utility bill.
- Trainees must have completed an appropriate safeguarding course - if necessary we can direct you to a suitable free online course.
- Whilst on placement at The Bower Tree trainees are required to complete the free OU / BACP counselling online course (if you have not already done so).
- Whilst trainees are covered by our insurance when working for The Bower Tree, we recommend that trainees also have their own insurance prior to beginning placement. We can advise on insurance providers if need be, but it is the trainee's responsibility to set this up.
- We strongly recommend that all trainees have current BACP / UKCP, or equivalent student membership.

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www.thebowertree.co.uk