



Counsellor Code of Conduct

To be read, acknowledged and signed before platform access is granted

This Code of Conduct applies to every counsellor on ICLP Pathways — whether ICLP-managed or operating an independent Individual, Cohort, School or Programme account. It exists to keep every student, guardian and colleague safe, and to protect the trust that makes real counselling possible.

Standards I agree to uphold

- ☐ I will never engage in romantic, sexual, or otherwise inappropriate contact or language with any student, guardian or user of this platform.
- ☐ I will never solicit or accept contact with a minor outside the platform's own communication tools (personal phone, social media, third-party messaging apps).
- ☐ I will never share or request personal contact details with a minor outside of what is required for legitimate, supervised platform use.
- ☐ I will never provide advice that facilitates illegal activity, or that is vulgar, exploitative or harmful in nature.
- ☐ I will maintain clear professional boundaries with every student and colleague at all times.
- ☐ I will keep all counselling notes accurate, professional, and recorded only within the platform — never in personal or external tools.
- ☐ I will report any safeguarding concern — about myself, a colleague, or anyone else on the platform — immediately via the ICLP direct reporting channel.
- ☐ I will comply with ICLP Pathways' credential verification and re-verification requirements, including providing updated documentation when requested.
- ☐ I understand that content I submit to the Learning Hub or document library is subject to ICLP Platform Admin review before publication.
- ☐ I understand that violation of this Code may result in warning, restriction, suspension, termination of my account, and — where the law requires — referral to the relevant authorities and my professional licensing body.



ICLP PATHWAYS

Career and Guidance Counselling

A company governed under ICanLearnProgram International



Acknowledgement & Signature

By signing below, I confirm that I have read, understood, and agree to be bound by every standard listed in this Code of Conduct for as long as I hold an account on ICLP Pathways.

Full legal name

Role

Organisation (if applicable)

Date

Typed signature

For ICLP Platform Admin use only

Acknowledged and filed: ☐ Yes Reviewed by: _____ Date: _____