

[REDACTED]

08 May 2019

Dear [REDACTED]

Freedom of Information Act 2000– Information request (ref: FOI_19-126)

We have now considered your request of 19 April 2019 for information relating to counsellors employed at the University.

Our response is on page 2 of this letter, together with a copy of your request.

We hope this information will meet your requirements, however if you are not satisfied you have the right of appeal. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 40 working days of the date of this letter. In line with section 5.3 of the UK Government's Freedom of Information Act Code of Practice, we are not obliged to accept internal reviews after this date.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

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Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Kirsty McDonald
Information Compliance Assistant
University of East Anglia

Response to Freedom of Information Act 2000 request (FOI_19-126)

1. How many full-time equivalent (FTE) counsellors does your university currently employ?

Note: The number of FTE members of staff can be calculated as such: 40 divided by the sum of hours worked by your counsellors per week.

The University currently employs 12 Full Time Equivalent (FTE) counsellors.

2. How many hours per week are the counsellors available for one-to-one counselling? I would like the sum of all the counsellors please, not individual hours.

A counsellor can be defined as such: "A person trained to give guidance on psychological problems, hired exclusively for this purpose".

A total of 255 hours are available for one-to-one counselling, which includes both student and staff counsellors.