




PASTORAL CARE POLICY

Recommended by SAC	Ratified	Next Review Date
4/9/2018	13/9/2018	2021
Policy Authorisation – Canonical Administrator		
Fr. Peter Hudson	Signature	

Rationale

Pastoral care is based on respect for the dignity and uniqueness of the individual person who is made in the image of God. It is an individual and community response to Jesus' call to: love one another as I have loved you (John 13.34). When Catholic Education is faithful to the call of the Gospel; compassion, justice and reconciliation are evident throughout the life of the education community.

Definition

Pastoral Care: The action taken within the educational community by its leaders and community members to promote and enhance the wellbeing of the individual of a personal, social, physical, emotional, mental or spiritual nature. Key elements of wellbeing are positive self-regard, respect for others, positive relationships, responsible behaviours and personal resilience.

A safe and supportive school: The risk from all types of harm is minimised, diversity is valued and all members of the school community feel respected and included and can be confident that they will receive support in the face of any threats to their safety or wellbeing. (National Safe Schools Framework)

School Commitment Statement

St. Patrick's School is committed to providing a safe and supportive environment that respects the dignity of each person and allows all within the school community to pursue fullness of life.

Principles

Foundational to the nature of pastoral care at St. Patrick's School is the belief that each person is created in the image and likeness of God (*Genesis 1:27*), with the inherent dignity that this implies. Each person is created as a social being, with the mutual rights, obligations and needs that this implies.

Pastoral care at St. Patrick's School affirms and gives expression to the belief that *'the person of each individual human being, in his or her material and spiritual needs, is at the heart of Christ's teaching'*.

St. Patrick's School exercises its pastoral responsibilities under the leadership of the Principal. Parents exercise their responsibility by providing positive support and collaborative engagement with the school in the support of staff, student and school community wellbeing.

Respectful and cooperative school-family relationships provide an effective channel of pastoral care for students. The school and its families share responsibility for developing and maintaining such relationships of trust which are characterised by respect for the goodwill of the other and a

willingness to engage collaboratively.

Student and staff wellbeing is best achieved within a school environment that is safe, supportive, inclusive and empowering; where diversity is respected and valued, where human rights and the common good are honoured, where interpersonal relationships are positive, where students experience connectedness and engagement, and where those experiencing difficulty or who have special needs receive particular care and support.

Enhanced student wellbeing contributes significantly to improved student learning outcomes. Effective pastoral care is therefore recognised as promoting the achievement of learning outcomes and thus contributing positively to a School Improvement Framework.

Effective 'whole of school' approaches to pastoral care require age appropriate behavioural education and skilling of students, and pastorally driven management of student behaviour, through processes focused on both individual and community wellbeing, and on ensuring a just and reasonable balance of individual and community rights, needs and responsibilities.

Effective school-community partnerships offer opportunities for pastoral care networks to be developed for students. Appropriate local services and agencies may be identified, and links or partnerships developed, to support the needs of students and their families and to enhance the school's own pastoral initiatives.

Procedures:

- The Principal has a leadership role in monitoring and responding to the overall needs and sets directions for pastoral care in the school.
- The Principal monitors the pastoral care of staff as well as students and families.
- The Principal and staff monitor and respond to the pastoral care, and wellbeing requirements, of students and families.
- All staff are responsible for raising issues and concerns with the Principal regarding the wellbeing and pastoral care of students and families.
- Staff interactions with students and families are to be based on developing and maintaining positive relationships and avenues for effective communication.
- Staff are to ensure that procedural fairness and consistency is applied when dealing with incidents related to student behaviour. Processes are to be consistent with the Behaviour Management Policy.
- Incidents in the classroom / playground are followed up with parents and recorded in incident book. The Principal monitors this data.
- When an issue regarding child abuse arises staff must immediately inform the Principal so that appropriate procedures as set out in the Child Safe Policy can be implemented.
- Professional learning team meetings include the analysis of student wellbeing and engagement data to further enhance student outcomes.
- Engaging learning and teaching, which has high expectations for all students, is to be embedded in teaching strategies so as to enhance student wellbeing.
- Learning and teaching strategies are designed to assist and meet all student needs and meet the requirements of the *Disability Standards for Education 2005*.
- This Policy and procedures is published on the school website and readily accessible to staff, students, parents and guardians.

Strategies

St. Patrick's School has the following strategies and programs to enhance pastoral care and wellbeing:

Staff and Community

- Staff induction, including emergency teachers.
- Staff mentoring and coaching.
- Staff reflection and professional learning days.
- School and staff professional learning plans.
- Staff anti-bullying and anti-harassment policy (including cyber bullying).
- Occupational health and safety policy and procedures.
- School assemblies, liturgies and masses.
- Welcome meeting.
- Surveying staff, parents and students on student engagement and wellbeing including the School Improvement Survey.
- Family communication app.
- Staff and parent handbooks that outline specific procedures.
- Procedures to ensure that the school complies with the Disability Standards for Education 2005 and Privacy Act 1988.
- Procedures for maintaining teacher registration checks and Working With Children Checks for non-teaching staff, volunteers and external providers.

Students

- Student buddy program.
- Student achievement awards.
- Student leadership strategies
- Implementation of strategies that support student voice to empower and engage students.
- Inclusive curriculum and teaching strategies that are adjusted within reason for individual students. This includes adjusting assessment modes, timelines and provision of Learning Support Officers where required.
- Student Support Group meetings for specific student needs and circumstances.
- Whole-school three tier strategy and intervention approach to learning and teaching and student wellbeing (see Pursuing Fullness of life: Student Outcomes Policy).
- The provision of ongoing feedback to students with regard to their learning.
- Restorative justice processes.
- Student surveys for wellbeing and safety.
- All staff to monitor student wellbeing.
- Cyber safety curriculum.
- Child safety curriculum.

- Resilience programs incorporated into the curriculum.
- Student attendance monitoring and procedures.
- Processes to ensure that all students have a learning program that promotes ongoing improvement.
- Learning and teaching within a safe and supportive environment.
- Behaviour Management Policy (including procedures for serious offences that may require suspension, exclusion or termination of enrolment).
- Anti-bullying and anti-harassment policy (including cyber bullying).

Communication

St. Patrick's school communicates this policy, and related policies and procedures, through:

- staff and parent handbooks,
- policies provided on school website,
- information sessions for parents,
- staff induction and professional learning,
- staff meetings,
- student class meetings,
- curriculum design,
- assemblies.

Related Policies and Documents

- St. Patrick's School Anti Bullying and Anti-Harassment (including cyber bullying) Policy (staff and student)
- St. Patrick's School Complaints and Grievances Policy
- St. Patrick's School Duty of Care - Supervision of Students
- St. Patrick's School Code of Conduct
- St. Patrick's School Digital Technology Policy
- St. Patrick's School Behaviour Management Policy
- Pursuing Fullness of life: Student Outcomes Policy
- St. Patrick's Child Safety Policy – including reporting obligations
- St. Patrick's School SunSmart Policy
- St. Patrick's School Anaphylaxis Management Policy
- St. Patrick's School Emergency Management Plan
- CECV Child Safety Commitment Statement
- Out-of-home Care Partnering Agreement
<http://www.education.vic.gov.au/Documents/school/teachers/health/a4partnering.pdf>

Document History			
1.4	2018	Update	
1.3	2017		
1.2	2008		
1.1	2004		
1.0	1999		