

# Pastoral Care Policy



<b>Date:</b>	<b>Policy reviewed:</b>	<b>Policy amended:</b>	<b>Agreed by Governors</b>
April 2021			

"Pastoral Care permeates every aspect of the life of the school-academic, social, physical, moral and religious. All members of the school community feel valued and sustained as they grow together through their successes and failures." CCMS 1996

### **DEFINITION**

Pastoral care is about the quality of service we can give to children to ensure that they come to school to be happy and to develop to the best of their ability in a happy and caring environment. Pastoral care will encompass the needs of both adults and children. All needs shall be responded to in a manner which is respectful and dignified. Our school recognises that it has a responsibility to do everything possible to care for each pupil's physical and emotional well-being. We strive to provide a comfortable and safe environment for learning.

### **ETHOS**

The school shall provide a positive, caring and open atmosphere where each child will be encouraged to contribute to and feel part of the school community. We will provide opportunities for children to develop pride in self, class and school and to respect others and their environment. The Pastoral care ethos shall promote attitudes of tolerance, equality and fairness, where values and attitudes are seen to be "lived out" and not merely advocated.

### **ORGANISATION AND MANAGEMENT**

Pastoral care is the responsibility of all staff. The principal shall be informed and involved in all proceedings. He will liaise with the appropriate agencies and be responsible for monitoring progress and keeping staff informed. Each class teacher will look after the pastoral needs of the children in his/her class. The teachers will try to make new children feel 'at home'. We will be grateful for any information concerning difficult home circumstances which might affect the children in school e.g. illness that may be causing concern and distress. Any information shared will be treated in the strictest confidence. When a child is sick or injured, the school, if unable to deal with the problem, will contact the parents. Parents working away from home should always give the school an emergency contact number. In all cases it will be school policy to act in the best interests of the child.

### **RECORDS**

Personal details will be kept on each child throughout his/her school life. Some of this will be of a confidential nature and will be communicated to staff by verbal and written means. Records will be updated, reviewed or replaced when necessary. Young people will have an input into their own records of achievement and/or education plan.

### **Parental Liaison**

Parents have a wide range of responsibilities in relation to their children, and success in school depends very much on the cooperation and trust between home and school. We value a close partnership with parents and guardians. We believe that good communications between school

and home should be made from an early stage so that parents are familiar with standards set and expected. The staff will ensure that parents are given regular information and opportunities to assist their child's development. The school will provide regular opportunities, both formal and informal, for parents to discuss their child's development.

## **RESOURCES AND ACCOMMODATION**

The school will reflect a feeling of warmth and a sense of pride and belonging. It will strive to achieve this through an attractive and well cared for environment, where children and adults have their part to play. The Principal's office shall be made available for private consultation. Resources required to maintain and update the Pastoral Care policy will be updated as necessary.

## **School Discipline (See Positive Behaviour Policy)**

It is school policy that discipline should be based on respect for self, respect for other pupils and respect for adults. In those cases, where a child has transgressed the school rules, there is a graded set of sanctions. Minor breaches of discipline will be dealt with by the class teacher, usually after discussion with the principal. Serious misconduct will be discussed with parents who will be invited into school.

## **Self Esteem**

To promote our children's positive self-esteem, staff will encourage our children to think positively about themselves and to accept their own uniqueness. Glendermott Primary School and Nursery Unit will provide opportunities for all children to feel valued and important by acknowledging the positive contribution they can make to the school and the wider community.

## **Personal Safety**

(UNCRC, 27- Every child has the right to a standard of living that is good enough to meet their physical, social and mental needs.)

We will encourage children to be responsible for their own personal safety and help them to acquire skills to be able to do this so that they will be able to make the correct decisions and know where to get help if or when they are confronted with danger. The whole school community will be aware of the role of the designated teacher (Mrs Page, who is the designated teacher for Child Protection and the deputy-designated teachers Mr Duddy, Mrs J Kelly and Mr Flanagan). They will also be aware of the staff responsible for first aid and what the procedures are for dealing with children who need first aid. Children will be able to speak to their class teacher, designated teachers or any member of staff if they need help or are concerned about anything.

## **Implementation of Pastoral Care Policy**

Roles and Responsibilities Our Board of Governors will have overall responsibility for the implementation of the curriculum including monitoring the safety of each child in the school. The Schools Pastoral Team will ensure that Pastoral Care is at the forefront in the School Development Plan agenda. The Coordinator/ Principal will monitor and evaluate the implementation of the Pastoral Care policy. They will work with all staff and ensure teaching resources are kept up to date and that staff are properly trained. They will make sure that the non-teaching staff are familiar with the Pastoral Care policy and give help when needed. Each member of staff will work to build up pupil's self-esteem and encourage them to be assertive and to resist negative peer pressure. They will help them to

- celebrate success
- develop the ability to make moral decisions
- to know the difference between right and wrong.

Parents are always welcome and are encouraged to contact their child's teacher, Designated Teacher for Child Protection or the Principal if they have any concerns or worries regarding their child. Appointments can be arranged by contacting the school secretary although urgent concerns will be given immediate attention. We will encourage parents to share concerns about home circumstances or medical matters which may affect their child's work or behaviour in school. Any information disclosed will be treated as confidential. The opinions of parents and children will be valued and where appropriate action will be taken.

### **Training**

Training of both teaching and non-teaching staff will be led by the Co-ordinator/Principal.

### **Range of Pastoral Activities**

Children will be supervised from 8.45am and will continue during all extra-curricular activities that take place after school. Adequate supervision will be provided during educational and non-educational trips and where applicable, vetted staff only will be used. Children will be informed of pastoral issues through the delivery of the curriculum, PDMU, circle time and related activities in class as well as through assemblies and visits to the school by the NSPCC, Fire Service, local clergy and other visitors. Pastoral care is a shared responsibility for all staff and is promoted in all areas of teaching and learning and in all aspects of school life. (UNCRC, 28- Children have the right to learn.)

### **Conclusion**

The evaluation of the schools system of Pastoral Care is effective when the school policy and planning for pastoral care are fully implemented and reflected in the quality of provision within and beyond the classroom and the effectiveness of the support arrangements for individual pupils. At all levels of the caring process all staff and pupils should feel valued, safe and secure. The following is a list of other related Pastoral Care policies which are also available from the school.

Child Protection Policy  
Positive Behaviour Policy  
Anti-Bullying  
Use of Reasonable Force/Safe Handling  
Special Educational Needs  
Educational Visits  
First Aid and the Administration of Medicines  
Health and Safety Policy  
RSE  
Use of Mobile Phones/Cameras  
E-Safety Policy  
Intimate Care  
Risk Assessments  
Comments/ Complaints

### **MONITORING AND EVALUATION**

As Pastoral Care is always a priority in our school, our policy and practices are under constant review, and will be updated in accordance with its effectiveness and changes in legislation. Reports on all child protection matters are presented at the Board of Governors meetings. The implementation of this policy is the responsibility of each member of staff and its effectiveness and implementation will be regularly monitored and reviewed.

On-going evaluation will ensure the effectiveness of the Policy.