



**ST JOSEPH'S
SCHOOL**
COLERAINE

Developed:	2015
Ratified/Approved:	July 2016
Approved by:	Principal
Last Review:	2018
Next Review:	2022

Pastoral Care and Wellbeing Policy

Rationale

St Joseph's Primary School Coleraine believe that Pastoral Care should enhance students' wellbeing through their respect for self, others, property and the environment. The school will provide a secure, supportive and constant environment highlighting partnerships within the community. While living true to the Gospel values, we respond to the ever-increasing needs to social, economic and cultural diversity within the community. Pastoral Care promotes a deepening of relationships between students, parents, staff, canonical administrator and the wider community.

Definitions

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).

Policy Statement

St Joseph's Primary School Coleraine is committed to providing a safe and supportive environment that respects the dignity of each person and allows all within the community to 'live life to the full'.

At St Joseph's Primary School Coleraine, Pastoral Care is concerned with the dignity and growth of the individual and is the responsibility of all members of the school community.

We will foster the principles of mutual respect, responsibility and service within the community through Pastoral Care as it permeates the lives of all those in our school community.

It is the integration of the academic, social and religious dimensions of our school that will ensure that an atmosphere of care exists within our school community.

Principles

Foundational to the nature of Pastoral Care at St Joseph's Primary School Coleraine is the belief that each person is developed into persons '*who are responsible and inner directed, capable of choosing freely in conformity with their conscience*' (Catholic School, Sec 31)

St Joseph's Primary School Coleraine 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 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, characterised by respect for the goodwill of others 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 inter-relationships are positive, where students experience connectedness and engagement, and where those experiencing difficulty or special need 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 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 networks of Pastoral Care 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

- An ethos of effective Pastoral Care and wellbeing is to be permeated in all aspects of school life and the policies and procedures for learning, Pastoral Care and student safety and wellbeing.
- 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 and responds to the Pastoral Care and wellbeing requirements of staff and students and families.
- The Principal works in collaboration with the OHS Representative in identifying and mitigating risks in Pastoral Care and wellbeing.
- The Pastoral Care support service is responsible for informing the Principal of issues and concerns that have arisen.
- All staff leads the review of relevant policies and procedures that enhance Pastoral Care.

- Staff interaction with students and family are to be based on developing and maintaining positive relationships and effective communication.
- All staff are responsible to raise issues and concerns to the regarding student and families.
- Staff complete the relevant Student Pastoral Care Referral Form before referring students to the Pastoral Care Support Service.
- Staff are to ensure that there is procedural fairness and consistency is applied in dealing with incidents in 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.

- Where an issue is regarding child abuse, staff must follow procedures outlined in the Mandatory Reporting and Child Safe policies for reporting all forms of child abuse including grooming. The staff members should also inform the Principal so that appropriate procedures can be in place within the school environment as required.
- Professional learning meetings include the analysis of student wellbeing, safety and engagement data to further enhance student outcomes.
- Engaging learning and teaching that has high expectations for students is to be embedded in teaching strategies to enhance wellbeing in students. This is supported by individual student plans that take into account learning, safety and wellbeing.
- Learning and teaching strategies are designed to assist and meet the diversity of all student needs and meets the requirements of the *Disability Standards for Education 2005*.

Strategies

St Joseph's Primary School Coleraine has the following strategies and programs to enhance student Pastoral Care, safety and wellbeing and support inclusion and diversity:

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
- family buddy program and welcome meetings
- engagement in learning session for parents
- surveying staff, parent and students on student engagement and wellbeing including the School Improvement Survey
- family communication app
- School Advisory Council such as open meetings and surveys
- partnerships with external organisations such as school chaplaincy
- staff, administration 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-teacher staff volunteers and external providers
- regular monitoring of the school environment
- implementation of a performance and development culture

Students

- student buddy program
- student achievement awards
- student leadership strategies such as class and school leaders
- 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 LSO where required
- PSG meeting for specific student needs and circumstances
- whole school three tier strategy and intervention approach to learning and teaching and
- student safety and wellbeing
- ongoing student feedback on learning
- restorative justice processes
- student surveys for wellbeing and safety
- Pastoral Care Support Service team to monitor student wellbeing
- Cyber-safety curriculum
- child safety curriculum
- resilience programs incorporated into 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 policy
- behaviour management policy (including procedures for serious offences that may require suspension, exclusion, or termination of enrolment)
- student anti-bullying and anti-harassment policy (including cyber bullying)

Communication

St Joseph's Primary School Coleraine's Pastoral Care policies and procedures are developed collaboratively and reviewed periodically. They are published on the school website if appropriate and readily accessible to staff, students, parents and guardians.

St Joseph's Primary School Coleraine communicates this policy and related policies and procedures through:

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

Related Policy and Documents

- St Joseph's School Anti-Bullying and Anti-Harassment (including cyber bullying) Policy (staff and student)
- St Joseph's School Complaints and Grievances Policy
- St Joseph's School Duty of Care-Supervision of Students
- St Joseph's School Code of Conduct
- St Joseph's School Digital Technology Policy
- St Joseph's School Behaviour Management Policy
- St Joseph's School Child Safety: Reporting Obligations
- St Joseph's School Student Care and Health Policy

- St Joseph's School SunSmart Policy
- St Joseph's School Anaphylaxis Management Policy
- St Joseph's School Emergency Management Plan
- CECV Child Safety Commitment Statement
- Child Safety Standards