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## **PASTORAL CARE**

A Policy Statement for St.Columban's College

## **PHILOSOPHY**

*"To provide a Caring, Christian, environment, conducive to enjoyable learning in which pupils are given opportunities to grow in confidence and self-esteem while achieving challenging yet realistic educational goals",* has been agreed by staff to be the very essence of the Pastoral Care System.

## **AIMS**

The main aims of the Pastoral Care System are to:-

1. Establish a climate of trust and a caring environment within which each child can develop personally, socially and academically.
2. Reflect the values, attitudes, beliefs and practices of our Catholic faith.
3. Promote and develop relationships with parents, peer groups and the community.
4. Create an orderly atmosphere based on mutual respect between teacher and pupil which is conducive to learning.
5. Prepare pupils morally, emotionally and academically for adult working and family life.
6. Show pupils the need for tolerance and understanding towards other cultural backgrounds and faiths.

## PASTORAL SYSTEM

The Pastoral System is underpinned by a Year-based structure consisting of Vice-Principal, Year heads and Form Teachers working in partnership for the delivery of the Pastoral Programmes. The Programmes are particularly designed to meet the needs of each year group and guarantee personal support and active care not only from staff but external agencies also. All teachers are responsible for Pastoral Care within their classroom and the school environment. Special responsibilities have however been delegated to individual members of staff to ensure clear channels of communication and an effective structure for pupils, parents, staff and external agencies to utilise.

## PASTORAL TEAMS

The Pastoral Teams consist initially of the whole staff but in particular the Form and Year Teachers. Team meetings are held on regular basis to plan, review and develop the activities and strategies in the Pastoral Dimension. Contributors to the work of the Pastoral Team include Doctors, Nurses, College Chaplain and Local Priests, Career Guidance, Educational Welfare Officers and Psychologist plus other external agencies as the need arises.

## RESPONSIBILITIES

The effective operation of the Pastoral Dimension necessitates particular responsibilities to be delegated and outlined to members of Staff.

**Form Teachers** are a key contact for a class or year grouping. The Form Teacher should have knowledge of each pupil in their form and as far as is possible should monitor, record and assist in the emotional development, progress and academic attainment of the pupils. This should involve a central role in the formative process and summative process of assessment with pupils

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and negotiating outcomes and learning goals. The first point of contact on matters of concern, achievement/lack of achievement or indiscipline and referral will be through the Form Teacher as set out in the Discipline Policy. Form Teachers will deliver, construct, develop and evaluate the Pastoral Programmes and when necessary digress to address issues which are pertinent to pupils and the college at any time. Teaching strategies and resources employed should provide opportunities for the continuous evaluation and active involvement of pupils in the learning process. The Pastoral Dimension is not emotional First Aid to the few.

**Year Heads** are Team Leaders with responsibilities for the planning and developing of Programmes of Study in collaboration with their Form Teachers to meet needs of their respective Year Groups.

**Year Heads** will support Form Teachers in exercising the Discipline and Homework Policies of the College. Formal Parental Notification can be executed through the Year head who also organise Parent Teacher Evenings.

**Pastoral Care Coordinator/VP** will guide and support Form Teachers and Year Heads to ensure the delivery of the Pastoral Dimension throughout the College.

## EXTERNAL SUPPORT

The Pastoral Teams with the Principal's permission may seek the help of Doctors, Nurses, School Chaplain and Local Priests, Career Guidance, Educational Welfare Officers and Psychologist Resources.

The Pastoral Programme will be delivered as indicated on the Timetable. The Registration Time is considered as part of the Pastoral Dimension.

Pupils will be suspended for 1<sup>st</sup> offence in the following circumstances – verbal abuse and foul language to any member of staff, serious bullying and deliberate vandalism. **See Homework Diary for amendments.**

### **DETENTION**

may be given if a first offence is very serious and will be imposed by the Pastoral Care Co-ordinator, Vice Principal or Principal at their professional discretion.

### **SUSPENSION**

in exceptional circumstances (using guidelines from the CCMS particularly for verbal abuse and foul language to staff, bullying and deliberate vandalism.

### **EXPECTATIONS FROM PARENTS**

The school cannot develop standards of good behaviour. It is a corporate responsibility. The staff therefore, seek parental support in implementing the school rules. In Homework Diary there is a parental/school contract.

### **EXTERNAL SUPPORT**

The school may find it necessary in the interest of pupil welfare and development to contact various support agencies such as:-

**Education Welfare Officer**

**Educational Psychologist**

**Social Worker**

**School Doctor**

**Behavioural Support Team**

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**Contact Youth**  
**PIPS**

**CONCLUSION**

Discipline developed through a mature and responsible attitude will prepare pupils for adult life. It should contribute to the academic, social and personal development of each pupil.

THIS POLICY IS REGULARLY REVIEWED TO MEET THE NEEDS OF PUPILS, PARENTS AND STAFF IN A CARING CATHOLIC ENVIRONMENT.

