

Clare Primary School



Pastoral Care Policy

Date the policy came into effect	
Date of next policy review	
Name of person responsible for this policy	Principal, BOG, Staff, Parents
Other related policies	Child Protection and Safeguarding, Intimate Care, Anti Bullying, , Staff Handbook, Positive behaviour, e:Safety, RSE
Issued to	Staff, BOG, Parents

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Introduction

Pastoral Care in Clare Primary School is always a priority for our school community. It plays a crucial role in the development of the ethos of the school. This ethos is based on Christian values with emphasis on the intellectual, moral, emotional, physical and spiritual development of each pupil.

Mission

In Clare it is our specific aim to welcome all children into an environment where they feel happy, valued and safe. Where the pupils will gain knowledge, develop their interests, talents and abilities which will hopefully allow them to reach their full potential and become the citizens of tomorrow.

Our purpose therefore is to be an excellent school. We continually strive for excellence in every area of school life. To achieve this aim we must always have the right school vision and values and these must be at the heart of all that we do, including our School Development Plan.

In setting personal development as central to children's education in Clare Primary School, we value the partnerships between home, school and other bodies.

Central to providing effective Pastoral Care that is appropriate, meaningful and developmental, is having a clear vision that is suited to the needs of our pupils and staff. The vision we aspire to is underpinned by the following values:

- Mutual respect will exist among and between the whole school, parents, staff and pupils at all times.
- Individual responsibility and self-discipline are valued and encouraged.
- Expression of needs is encouraged and responded to effectively and with compassion.
- The potential of the pupil-parent-teacher relationship is fully realised.
- The fullest possible development of each child and each staff member's unique personality and talents are valued and met as far as is possible.
- Individual needs are recognised, identified and every effort made to meet all such needs of both pupils and staff members.

School Aims

- Value every child in our school family;
- Make our learning environment as safe and as stimulating as possible;
- Ensure we have a clear vision;
- Promote and celebrate excellence in learning at every opportunity;
- Develop and celebrate excellence in teaching at every opportunity;
- Ensure there is strong strategic leadership throughout the school;
- Equip our pupils with the skills, knowledge and character to enjoy a successful, peaceful and content life;
- Promote a sense of stewardship in pupils for the community and environment in which they live;
- Continually consult, inform and partner with all of our school community partners;
- Monitor and evaluate information to identify and address the strengths and weaknesses in teaching and pupil learning;
- Strategically plan to meet the needs of all our pupils using all re-sources available;
- Manage a strategic and rigorous self-evaluation process;
- Lead the school with a strong and dynamic vision for improvement.

Objectives

The Pastoral Care and development of all children in Clare Primary School is the responsibility of every member of staff. This being agreed and accepted, each staff member will implement the following objectives:

- Each pupil will have the opportunity for their work to be displayed.
- Teachers will mark work positively – following the agreed scheme.
- Everyone will be encouraged to participate in, share and contribute to their own well-being and that of the class.
- Everyone will take responsibility for their behaviour, work and learning.
- Everyone will take responsibility for developing positive relationships.
- Everyone will respect and accept differences and individuality.
- Clare Primary School will encourage and, where appropriate, support individuals to develop and pursue healthy lifestyles (through music, sport, drama etc.).
- Teaching staff will employ a range of teaching and learning approaches to promote emotional and personal growth.
- Pupils will be involved in setting targets, planning, pupil voice discussions about school, work and progress. Pastoral care pupil input may also include:

Class Discussions

Assemblies

Debates

Eco Committee

School Council

Interaction with visitors, musicians etc.

Photographs

Story telling

DVDs or films: factual/fictional

Role Play

Circle Time

Outside Play Based Learning

Playroom activities/learning

- The school will encourage attitudes of co-operation, tolerance etc.
- Group and collaborative approaches to classroom management will be employed as and when appropriate.
- School assemblies will be used to communicate the school's Christian values.

Structures: Roles and Responsibilities

Pastoral Care is the responsibility of all staff, some of whom have specific input.

Class Teacher

The class teacher is a key figure in the Pastoral Care system and should have a detailed knowledge of the needs, emotional development, progress and academic attainment of each pupil in their class.

Teachers with Responsibility for Pastoral Care

Those teachers with designated responsibility for Pastoral Care Policy are responsible for Pastoral Policy throughout the school.

Ancillary and Support Staff

Ancillary and support staff play a vital role in promoting pastoral care in Clare Primary School. It is the responsibility of these staff to be vigilant and to know the Pastoral systems and structures in the school. Such responsibilities include ensuring safety and offering support where needed.

Pupils

The children in Clare Primary School have an important role to play in the Pastoral Care in our school. They contribute to the pastoral dimension in their class and in the school environment through a positive and caring attitude towards others. The children will also be consulted regarding policy and procedures at class level and through the School Council.

The Principal

The Principal will work with Governors and school staff to ensure the policy and practice is consistent with statutory requirements. The Principal retains overall responsibility for the school and school life, including Pastoral Care.

Board of Governors

The Governors, in acknowledging their responsibility for Pastoral Care will endeavour to support the Principal and staff in an advisory and supportive role.

Loss and Bereavement (See Critical Incident Policy)

Schools and teachers have a significant role to play in the life of the bereaved child. Teachers can help by creating a supportive atmosphere whereby the child feels they can talk and share their story and their feelings:

- Allow the child to cry or be angry, and encourage expression of feelings.
- Bereavement is also a learning experience for the rest of the class; it can help them to understand that grief is normal and natural.
- Teachers should be aware of changes in behaviour and of different ways that children may express their grief.
- All children will act differently, and it may be a considerable time before they show the impact of the death.
- Be aware of the child's need for privacy, but do not separate them from their peers.
- A network of support will be established when required with one member of staff taking on the role of a support person for the child for as long as necessary.
- Where appropriate, acknowledge the death by some sort of memorial in the school, and remember anniversaries.
- Create links with home.
- The same supportive and caring atmosphere will be effective for members of staff who experience loss or bereavement.

Pastoral Care for Staff Wellbeing

Clare Primary School staff are caring, compassionate and helpful. Acknowledging that some staff have clear and well defined roles. We seek to promote a supportive team approach to pastoral care and other issues where responsibility is shared by all.

Teaching in school is a multi-role, multi-task profession, therefore it is little wonder that such an occupation is stressful. It is important to recognise that non-teaching staff also have a demanding/stressful role in school and must be considered in 'Pastoral Care for Staff'. To help try and maintain high staff morale and individual self-esteem, Clare Primary School staff will make efforts to respect, value and appreciate each other.

To facilitate well-being and support, re Primary School will endeavor to:

- Provide support/contact in terms of long term illness or social/domestic issues or bereavement.
- Recognise signs of possible stress in colleagues.
- Respond to problems by accessing communication channels e.g. colleagues, co-ordinators and Principal.
- All staff may access Staff Care Service through Aspire which provides confidential support and counselling for staff.
- Provide confidential Return to Work interviews (see Managing Attendance at work Policy).
- Principal to be aware of roles and responsibilities of all staff and ensure their workload is manageable.
- Support teachers and their assistants who are coping with children who have significant educational needs.
- Endeavour to remember special occasions e.g. the birth of a baby, marriage, 'significant' birthdays etc.
- Organise social events inside school and outside.
- School issues will be appraised and reviewed when necessary. Where appropriate, the Principal will seek and secure In-service training and support as and when necessary.

Staff Development and Training

Aspects of Pastoral Care remain a permanent feature of our School Development Plan and subsequently staff development and training are considered essential to support this. Our on-going development programme helps teachers identify the attitudes, values, skills and knowledge which will enable them to carry out their pastoral roles.

On-going training in interpersonal skills and teaching methods will engage pupils actively in their learning. Training programmes will be organised through:

- On- site courses
- Courses organised by outside agencies
- Cluster groups
- Award bearing and non-award bearing courses provided by other bodies.

Delivery of Curriculum to support pastoral Care

Throughout the year a variety of activities will be arranged to extend the pupil's experiences and social skills through:

- Individual subjects
- Topic work and cross-curricular subjects such as PDMU (Personal Development and Mutual Understanding) and CRED (Community Relations Equality and Diversity)
- Clubs and teams, choirs, music and drama, hockey, football, tag rugby etc.
- Visits, day and residential experiences.
- Social and fund raising events, quiz teams, sporting events with other schools, sales etc.
- Assemblies
- A separate unit of work may be used if appropriate.
- A short selection of learning approaches

The following approaches may be used throughout the school to promote Pastoral Care:

- Brainstorming
- Hot Seating
- Discussion in small groups
- Reporting back
- Listening exercises
- Outside visitors
- Quizzes
- Story telling
- Role Play
- Circle time

Monitoring and Evaluation

In Clare Primary School, the monitoring of the Pastoral Care policy, programmes and structures is on-going and happens through accepted procedures. Evaluation of the Pastoral Care happens when necessary and as appropriate through accepted procedures, eg interview, questionnaire, discussion and in-service training. This policy will be constantly monitored and will be reviewed as outlined above.

Related Policies

Whilst all policies and procedures within the school take cognisance of the pastoral care of pupils and staff, some support it in very specific areas. Cross referencing is essential in delivering the Pastoral Care Policy.

These Policies include:

- Equality Policy
- Health and Safety
- Anti-Bullying
- Positive Behaviour
- Drugs in School
- Child Protection
- Special Educational Needs
- Managing Attendance at Work Policy
- Critical Incident Policy
- Code of conduct Policy
- Newcomer Policy
- Homework Policy
- School Trip Policy
- After School Club Policy
- No Smoking Policy
- Mobile Phone Policy
- Monitoring and Evaluation Policy
- Marking and Feedback Policy
- Complaints Policy
- Whistle Blowing Policy