

# St Mary

Star of the Sea College

I AM BORN FOR HIGHER THINGS



## PASTORAL CARE POLICY

<b>Date approved</b>	July 2009	<b>Date amended</b>	September 2018	<b>Date of next Review</b>	September 2019
<b>Approved by</b>	St Mary Star of the Sea College Board				
<b>Author</b>	Frank Pitt, Principal				
<b>Responsible body</b>	College Board College Staff				
<b>Supporting documents, procedures and policies</b>	College Staff Handbook Prevention of Bullying and Harassment Policy Student Welfare (Wellbeing) Policy Staff Living Our Values – Charter of Professional Responsibilities document Positive Student Behaviours – Living our Values document Good Samaritan Mission Framework Horizontal and Vertical Pastoral Care Student Pastoral Care program: Student Diary – Safety, Emergency Plan and Recreational Areas, one-on-one meetings with House Coordinators and Student Counselling and Support Service, Kulilla Centre				
<b>Reference and legislation</b>	Disability Discrimination Act 1992 Human Rights and Equal Opportunities Act 1986 National Safe Schools Framework				
<b>Audience</b>	Public - accessible to anyone				

## CONTENTS

1. Purpose of policy .....	3
2. Definitions.....	3
3. Application and scope.....	3
4. Policy statement .....	3
5. Responsibilities of college administration .....	4
6. Responsibility of employees .....	4
7. Responsibilities of students .....	4
8. Student safety and welfare .....	5
9. Implementation .....	5
Version control and change history .....	5

## 1. PURPOSE OF POLICY

The purpose of the policy is to give meaning and life to the term “pastoral care” as it is linked to the Gospel and its values and the educational philosophy of the Good Samaritan Sisters, Good Samaritan Education and the Benedictine tradition.

Through the Rule of St Benedict, as interpreted by the Good Samaritan Sisters, the core of pastoral care is the development of the whole person, enabling them to feel safe and valued in an environment that demonstrates charity, compassion, acceptance, justice and forgiveness. A strong focus of this policy is the engendering of right and respectful relationships among all members of the College community and with the wider community.

Since we are formed in the image and likeness of God, pastoral care in the College must demonstrate the way forward in developing relationships between students, staff and families that demonstrate trust, cooperation and a belief in the value and dignity of each person.

## 2. DEFINITIONS

<b>Pastoral care</b>	Policies and procedures demonstrated by the College that are based upon the philosophy of the Good Samaritan Sisters under the Rule of St Benedict and directed towards the development of the whole person.
<b>Students</b>	A student is any individual who is enrolled at the College and who participates in the educational and extra-curricular life of the College.
<b>Wellbeing</b>	This encompasses physical, intellectual, emotional, social and spiritual welfare.

## 3. APPLICATION AND SCOPE

This policy applies to all staff, teaching and non-teaching, permanent, temporary or casual, as well as to students, parents, visitors and volunteers.

## 4. POLICY STATEMENT

At St Mary Star of the Sea College, we provide an environment where pastoral care:

- has the individual as its focus
- is concerned with the wellbeing and care of both the individual and particular student groups
- permeates all aspects of College life
- is exercised by all members of the College community
- promotes respect for the rights of every person, and
- is based upon Gospel values and the Good Samaritan tradition.

The College will take the necessary steps to assist with building and sustaining human relationships which are modelled on Christ and have an outcome of self-worth and acceptance. This is done in part through the implementation of quality pastoral care programs which are supported by quality learning and teaching in an environment where individuals are valued.

## **5. RESPONSIBILITIES OF THE COLLEGE ADMINISTRATION**

With the assistance of the Assistant Principal, Dean of Pastoral Care, the College administration will lead and support the staff to implement the Pastoral Care Policy as it applies to students, parents and staff.

Further, the administration will assist the Assistant Principal, Dean of Pastoral Care to put in place appropriate structures and procedures to enable teachers and others to work towards the total wellbeing of individual members of the College community.

## **6. RESPONSIBILITY OF EMPLOYEES**

All teachers and staff at the College are responsible for pastoral care, and for administering pastoral care in all classes and extra-curricular activities. All staff members are required to work with the Assistant Principal, Dean of Pastoral Care to implement the Pastoral Care Policy. They are responsible for taking all the necessary steps to ensure that an environment is developed and maintained that allows for the personal growth of individual members of the College community and for the development of trust between students, teachers and parents/carers. We are a community that has right and respectful relationships as a key value.

## **7. RESPONSIBILITIES OF STUDENTS**

The responsibility of each student is to cooperate with and actively support structures that contribute to the long-term development of each student's potential.

As well as striving for personal growth, students should practise Gospel values which promote care, respect, cooperation and acceptance of cultural diversities.

Within a Catholic College having Mary as the model, students should strive not only for their personal growth but also to help others develop an appreciation of their personal worth. This is done by ensuring charity, compassion and justice are an integral part of College life.

As a Good Samaritan/Benedictine College, we aim to ensure that "the strong have something to strive for and the weak nothing to run from". This is a responsibility of the community and a value to be developed in students.

## 8. STUDENT SAFETY AND WELFARE

St Mary Star of the Sea College has implemented a comprehensive student pastoral care program designed to ensure the ongoing safety and welfare of students. Key policies and procedures include those relating to:

- Child Protection
- Student Supervision
- Managing Student Health
- Managing Student Behaviour
- Students with Disabilities
- Managing Extra-curricular Activities
- Building and Grounds Maintenance
- College Security
- Critical Incident Management

## 9. IMPLEMENTATION

As a Good Samaritan College, pastoral care is embedded within aspects of College life and is implemented through a combination of:

- effective policies and procedures
- staff training in student welfare, mental health and spiritual wellbeing
- effective incident notification procedures
- allocation of the overall responsibility for the effective implementation of pastoral care to a senior staff member
- formal and informal programs.

## VERSION CONTROL AND CHANGE HISTORY

Version control	Date effective	Approved by	Amendment
1.0	July 2009	Board	Initial adoption
2.0	July 2012	Board	Reviewed and reformatted
3.0	September 2014	Board	Review of policy
4.0	November 2017	Board	Review of policy
5.0	October 2018	Board	Review of policy