



# MULLAVILLY PRIMARY SCHOOL

'Inspiring, Believing Achieving'

## Pastoral Care Policy

October 2016

Review Date OCTOBER  
2019



Pastoral Care is acknowledged as playing a crucial role in the development of the ethos of this school.

The Safeguarding and Pastoral Care policy supports the school in promoting a caring, supportive environment in which staff and pupils can work in an atmosphere of mutual respect.

We recognise that central to the success of this is the involvement of parents and other outside agencies within the community. We strive to work in partnership with them to achieve our aims.

### **AIMS**

- To ensure that each pupil feels valued, special and unique and a member of the school community
- To instill a sense of personal worth and dignity through intellectual, moral and spiritual development
- To empower pupils in building and monitoring good relationships with pupils, staff and others
- To assist individuals to develop their lifestyles, appreciate life and respect the world in which they live
- To encourage a sense of personal accountability for their own learning and actions.

### **ORGANISATIONAL STRUCTURE**

Whilst the class teacher is identified as the key person in impacting on the care of the pupils in his/her class, it is important that they work in co- operation with the Head of Pastoral Care ( Mrs McClimonds ) who will provide support and leadership in the pastoral domain.

### **SUPPORTING POLICIES**

Whilst all policies and procedures within the school take cognisance of the pastoral care of pupils and staff, some specifically support it in very specific areas.

These policies include:

- Internet Safety
- Relationships and Sexuality Policy
- Critical Incident Policy
- Administration of Medication Policy
- Drugs



- Child Protection
- Health and Safety
- Anti-Bullying
- Positive Behaviour
- Intimate Care
- Attendance
- 

These policies are all available for parents.

Cross-referencing the policies is essential in delivering the pastoral care policy.

## **INCLUSIVITY**

The Mullavilly Primary School supports the fundamental principle that every pupil is entitled to be educated. In ensuring this we ensure that pupils' individual needs and the collective class needs are identified and supported to ensure they continue to feel part of the school community.

## **LIASON WITH PARENTS**

We see ourselves as partners with parents in the education of pupils. Mutual support and co-operation is an essential element in achieving our objectives. On-going activities to ensure communication and parental involvement include:

- Regular parent/teacher meetings (Curricular)
- Parent's Evenings (Information)
- Prospectus, Newsletters, Letters, Web-Site , App
- Annual Reports
- Sporting events
- Fund-raising activities (Friends of Mullavilly)
- Extra-curricular activities (with parents facilitating)
- Musical shows, concerts and plays

## **STAFF DEVELOPMENT AND TRAINING**

Pastoral care, staff development and training are considered essential.



## RESOURCES

To ensure the implementation of the policy the Principal ensures that adequate resources are made available and that time will be made available to develop the programme throughout the school.

## LIAISON WITH EXTERNAL AGENCIES

We are committed to developing good working relationships with relevant external support agencies to enhance, protect and support individual pupils' and teachers' social and emotional welfare.

## DEVELOPMENTAL NEEDS OF PUPILS

Cognisance is taken of the needs of pupils as they develop and change during their time at school.

## PDMU PROGRAMME

A PDMU programme is delivered to all classes. It aims to empower young people with the knowledge, values/attitudes and skills required to make good choices in their lives.

## MONITORING AND EVALUATION

On-going monitoring is an integral part of our policy. Concerns are discussed with the Pastoral Care Co-ordinator or Principal. PDMU is a regular feature in staff meetings. Support is given to those teachers who require assistance in carrying out any aspect of their pastoral role.

Evaluation procedures are in place to discover ways of improving the quality of provision in the school for the benefit of all pupils and teachers.

All aspects of the policy are evaluated on an on-going basis through questionnaires or informal interviews with parents, pupils and staff. Whilst the Head of Pastoral Care has overall responsibility for evaluation, self- evaluation is a feature of every teacher's role.

Adopted and signed on behalf of the Board of Governors	October 2016
Signature of Governor	
Signature of Subject Coordinator / Principal	
Review Date	October 2019



<b>NAME OF PUPIL</b>		<b>CLASS</b>	
<b>DATE OF INCIDENT</b>			
<b>NATURE OF INCIDENT</b> Eg. Disagreement in the playground , complaint by parent			
<b>ACTION TAKEN</b> e.g Change in seating arrangements in classroom, informal chat to parents			
<b>PRINCIPAL INFORMED</b>		<b>REVIEW DATE</b>	
<b>ANY FURTHER ACTION REQUIRED</b>			
<b>REPORT COMPLETED BY</b>			



**INCIDENT RECORD FORM**