Pastoral Care Policy

2022/24

	ADDITIONAL NOTES
Related Policies for Abbey Community College. Supporting Policies: Positive Behaviour Policy Child Protection Policy Attendance Policy Drugs Education Policy Anti-bullying Policy Relationships and Sexuality Policy (RSE) E-Safety Policy *Summary:* *The Policy gives an overview of the ethos of Abbey Community College and highlights the importance that the school places on Proactive Pastoral Care.*	*History:* Drafted: Updated: 3rd July 2021 Reviewed: 25th June 2022 By: Head of Pastoral Care **Key Dates:** Emailed to Board of Governors: Discussed at Board of Governors: Circulated to staff: To be reviewed:

School Ethos

As an inclusive, caring and child-centred school **Abbey Community College** enhances and supports the personal, social and academic development of each individual student in all aspects of College life. The needs of each student are paramount in all we try to achieve within the school family at Abbey Community College. All staff play an essential role, both within and beyond the classroom, in ensuring that all students are given every opportunity to reach their full potential regardless of ability or background. This approach may be summarised using the College core values;

Aims

Our aim is that students will be enabled to work in a happy and in a purposeful way to achieve the highest standards of which they are capable. Structures and procedures have been developed which will encourage all students to fulfil their potential, promoting positive attitudes to learning within a caring and supportive environment. We believe that no child can learn successfully when worried or unhappy. We therefore aim to provide a calm, ordered and caring environment in which learning can take place and in which the students feel valued as members of the school community.

'…positive working relationships are evident at all levels which underpin an atmosphere that is conducive to learning' (Education and Training Inspectorate 2017)

The system of Pastoral Care at Abbey Community College aims to;

- develop each student as a whole person
- enhance each student's confidence, self-awareness, self-esteem and sense of individual purpose
- enable students to make informed choices and decisions about their future lives.
- enable students to feel happy, safe and secure at school
- develop personal moral values, positive attitudes and acquire knowledge, skills and understanding for life and work
- ensure that the school ethos and atmosphere allows students to make the most of all opportunities, study and learn effectively, use their abilities and develop their skills
- enable students to develop the knowledge and habits for a healthy lifestyle.

Structures

The school has a clear system of Pastoral Care designed to encourage positive attitudes to work and learning. Pastoral Care permeates every aspect of school life and all staff recognise their individual responsibility to ensure the welfare of students. The formal Pastoral Care structure however is centred around each student and is delivered by the following staff structure;

- **Class Tutor**: Class Tutors for each year group provide care and support for students of all ages. Individual students meet their Class Tutor daily, developing positive relationships and establishing a direct contact for Parents / Guardians.

- **Head of Year**: Each Year Group falls under the direct responsibility of the Head of Year. The Head of Year has oversight of all aspects of academic, personal and social development within a year group and supports learners towards success.

- **Pastoral Support Coordinator:** has the responsibility of to support all Heads of Year with attendance, rewards and counselling referrals. They will ensure a consistent approach for all students across the year groups.

- **Head of Learning for Life and Work Co-Ordinator**: Personal Development, Citizenship and Employability form key elements of each student's personal development. The curriculum delivered ensures that each student has the opportunity to explore relevant issues in a safe environment. The Learning for Life and Work programme aims to holistically develop the skills which will enable every student to make appropriate and healthy lifelong decisions and become responsible contributors to our evolving society.

- **School Counsellor**: The school counsellor will liaise with pastoral staff, parents and external agencies to ensure the efficient provision of student counselling support as required.

- **Designated Teacher for Child Protection**: Designated Teacher for Child Protection will ensure that that staff and students are aware of Child Protection and Safeguarding issues and that all members of the school community work within those guidelines. She will also take necessary action in response to specific Child Protection incidents (Ref. Child Protection Policy)

- **Pastoral Leader**: The Pastoral Leader will ensure the smooth implementation of all aspects of student welfare. They will host regular Pastoral meetings between Heads of Year and will ensure the smooth transfer of information and a consistency of approach across the school which takes into account the needs of individual

students and differing circumstances.

- **Deputy Principal**: The Deputy Principal will ensure the smooth implementation of all aspects of student welfare. Regular meetings between staff will ensure the smooth transfer of information and a consistency of approach across the school which takes into account the needs of individual students and differing circumstances.

- **External Agencies**: Valuable partnership with a range of external agencies provide support for our young people when needed. Examples, Education Welfare Services, CAMHS, Start 360, Monkstown Village Initiative.

- **Post 16 Mentors**: Post 16 Mentors attached to each class provide valuable support and guidance for students in the first weeks and months. They meet students regularly and become a friendly face in the corridor, playground, the canteen and on the buses. They help Year 8 students to settle in and answer questions.

- **Health and Well-Being Centre**: Our Health and Wellbeing Centre provides a supportive, supervised environment that individual students and small groups can access over the course of the school day. This is enhanced further for both students and staff by the availability of a School Nurse and a team of qualified First Aiders on site each day.

- **Parents**: The role of parents in supporting our students towards success cannot be overestimated. Our partnership with parents is key to ensuring that each individual student achieves their full potential. We ask for your support in the following ways:

1. Encourage your child to attend regularly and on time

2. Ensure that your son / daughter wears their uniform and takes pride in their appearance

3. By attending meetings and Parents Evening to discuss your child's progress

4. Contacting us if there are issues or concerns that may affect your child

5. Supporting the completion of homework and signing the Student Planner each week

College staff are welcoming and approachable and through our 'Open Door' policy you can make contact with us by telephone or in person should the need arise. We maintain strong

communication links with our families through the use of the SIMS Parent App, our website, Facebook and Twitter. Prospective parents are welcome to visit during the school day. Should you wish to do so please make an appointment by contacting the College Office.

Pastoral Care Policy

Pastoral Staff:

Principal: Mrs M. Quinn

Deputy Principal: Mr D. Laney (Deputy Designated Teacher)

Pastoral Care: Mr S. Smyth (Deputy Designated Teacher)

Safeguarding: Mrs C. McNaghten (Designated Teacher)

Head of 6th form: Mrs H. Fulton

Head of Year 12:   Mrs D. Crawford

                           Mr G. Armstrong

Heads of Year 11:   Miss A. Kerr

                           Mr M. Lawernson

Head of Year 10:   Mrs N. Turley

Head of Year 9:   Mrs K. Mornin O'Neill

Head of Year 8:   Mrs L. Crymble

                           Mr A. McCrory

Pastoral Support: Mrs O. McCallion

This policy will be reviewed annually for September of each academic year.

Pastoral Care Policy

Pastoral Structure:

PASTORAL STRUCTURE
2022/23

Mrs M. Quinn
Principal

Mr D. Laney
Deputy Principal

Mr S. Smyth
Pastoral Care

Mr D. Sloan
School Social Worker

Mrs C. Johnston
School Nurse

Mr G. Shields
Support &
Development

Mrs C. McQueston
Learning Leader

Ms E. Magill
SEN/ Inclusion

Mrs C. McNaghten
Safeguarding

Mrs A. McConnell
Pastoral Support

Mrs S. Tolfugi
School Counsellor

Mrs L. Crymble & Mr A. McCrory
Heads of Year 8

Mrs K. Mornin O'Neill
Head of Year 9

Mrs N. Turley
Head of Year 10

Miss A. Kerr & Mr M. Lawernson
Heads of Year 11

Mrs D. Crawford & Mr G. Armstrong
Heads of Year 12

Mrs H. Fulton
Head of 6th Form

8HAC Mr A. Herrera	9CC Miss C. Crawford	10HG Ms G. Hawkes	11PMK Mr P. Martin???	12SKC Mrs S. Kennedy/ Mrs F. Verner	13NW Mr N Watkins
8FBC Ms F. Bedell	9LK - Miss L. Knox	10XM New Maths	11RMK Mr R. Morton	12NMC Miss N. Mulholland	13LW Mrs L Watson
8AHC Mrs A. Humphries	9AM Ms A. Malone	10PT Mr P. Towers	11MWK Mrs M. Winchester	12CSC Mrs L. Chalmers	13XEH New English
8OMM Mrs O. McCallion	9SL Mr S. Lyons	10SB Mrs S. Butler/ Mr M. Brock	11ZHL Miss C. Quinn	12KAA Mrs K. Allen	14LG Mrs L Gregg/
8KYM Mr S. Kyle	9JP Mrs J. Martin	10BR Dr B. McIvor/ Mrs F. Snodgrass	1JTRL Mr J. Thornton	12EWA Ms E. McWilliams	Miss K. Teeney
8MGM Mr M. Grimason	9CH Miss R. Chambers/ Mrs D Seath	10GM Miss G. McBride	11CRL Mr C. McHugh	12PSA Mr P. Soutar	14DL Mr D Laughlin
8EH Ms E. Hanna	9LC Mrs L. Clarke	10LC Mrs L. Clarke		12JB Mr J. Black	