



Edinburgh College Pastoral Care Policy

Document History

This policy is to be ratified by the School Council on Feb 2020

The life cycle of this policy is three years. It will be reviewed in 2023

Rationale

At Edinburgh College every individual is regarded as valuable and therefore the school must endeavour to promote a healthy, supportive and happy environment in which student wellbeing and safety is a priority.

Aims

The Aims of the Pastoral Care Policy are to:

- Foster an environment where staff assume responsibility for student wellbeing and safety are confident, skilled and proactive in the management of student welfare issues.
- Provide opportunities needed to grow - spiritually, physically, emotionally, socially and intellectually;
- Create and maintain an atmosphere where pupils feel they are well known, safe, valued, respected and happy;
- Respond in a sympathetic way to the concerns, fears and worries of our students, staff & families;
- To provide for the recognition of positive behaviour and/or the consequences of inappropriate behaviour;
- To make clear behavioural expectations and promote self discipline for students.

Implementation

The Pastoral Care Policy involves the following:

1. The Christian principle of the value of the individual is foundational to the school's Pastoral Care policy;
2. Student welfare is the shared responsibility of the school, home and community.
3. The integration of social responsibilities with values derived from Adventist Schools Australia and the Australian Government National Values program is taught across the curriculum and modelled by all staff;
4. All staff endeavour to provide a safe, healthy and supportive environment for all students, recognising that each student is a unique individual;
5. The staff should use the recommended means of communication to maintain contact with parents;
6. The staff should share his/her values and beliefs with the children and not only his/her knowledge. Life skills are central to the ethos of the school;
7. The staff should maintain a positive presence with students beyond classroom and teaching responsibility;
8. The school will fulfil its basic duty-of-care by providing supervision on campus during the day, and before and after school;
9. A good relationship between pupils and staff is paramount to generating a positive climate within the school community where every individual feels valued and cared for at all times;
10. Good relationships will be nurtured between:
 - Staff and students;
 - Students and their peers;
 - Members of staff;

- Administration and staff;
 - The school and surrounding community;
1. Every student has the right to both physical and emotional safety in their school environment, therefore harassment and bullying will not be tolerated;
 2. Good behaviour or work well done will be rewarded where possible with an encouraging word or certificate of achievement/merit;
 3. Staff should encourage children to be responsible for their own personal safety and help them to acquire skills to be able to do so;
 4. Each member of staff will work to build up pupil's self-esteem and encourage them to be assertive and to resist negative peer pressure. They will help them to celebrate success and develop the ability to make moral decisions and to know the difference between right and wrong;
 5. Parents are always welcome and are encouraged to contact their child's teacher or the Principal if they have any concerns or worries. Urgent concerns will be given immediate attention;
 6. The school encourages parents to share concerns about home circumstances or medical matters which may affect their child's work or behaviour in school. Any information disclosed will be treated as confidential. Staff will meet regularly to discuss and review the Pastoral Care Policy. The opinions of parents and children will be valued and where appropriate action will be taken;
 7. Parents will be supported in matters relating to the welfare of their children.
 8. Resources required to maintain and update the Pastoral Care Policy will be updated as necessary, to ensure that this important Policy will be in line with the Child Safety Policy and Guidelines;

The following programs are an integral part of the school organisation:

Daily Worship Programs

Each teacher begins the day in their class with a short spiritual focus and prayer.

Christian Faith Development

Bible classes are conducted throughout the school on a daily basis. Students wanting to do more additional learning about God and the Bible are offered individual or small group studies outside of class time - with parent permission.

Chaplaincy and Counselling

The School Chaplain is available to assist students in need of counselling and support. Appointments with the Chaplain can be made through consultation with the School Principal.

Buddy Program

Each Prep child is assigned a Year 6 buddy who takes particular care of them during the year. Opportunities are organised to facilitate the building of this relationship. Students new to the school are provided a buddy to support them in the transition to the school.

Staff Worship

The staff meet each morning to pray for the students and their families. Each week, the families being prayed for are sent a card informing them of this.

Resiliency Programs

'You Can Do It', a program designed to provide children with the foundations for success, is an integral part of the curriculum. Another program titled 'Friendly Schools' which teaches social skills, is used in conjunction with the 'You Can Do It' program. Both of these programs are supplemented with activities / programs designed to promote resiliency eg. physical challenge activities such as Pinnacle of Terror and rock climbing, camps, guest presentations etc.

Educational Programs

Programs provided by community service groups are provided for children and parents focusing on the development of life skills eg. Life Education, Family Life, Parenting Toolbox.

Chapel Programs

Weekly programs, involving singing, quizzes, stories, drama etc. are organised to encourage children in their relationships with others and with God. Where possible, the children are encouraged to participate in the program.

Week of Spiritual Emphasis (FLAG - Fun Learning About God)

This is a series of special chapel programs where, each day for this special week, a guest speaker presents an encouraging message relevant to children.

Recognition of Achievement

Each week in chapel a number of children are recognised with a Certificate of Achievement as determined by the class teachers. Outstanding student achievements are also recognised in the weekly school newsletter. Birthdays are publicly recognised and each child receives a special gift from the "Birthday Box".

Orientation Days

Three orientation days are organised for beginning Prep students and one day for all other students. These facilitate a smooth transition in to the new school setting.

Share and Care Program

Family and student crises and celebrations are appropriately recognised eg meals, gifts, cards, flowers etc. This is coordinated by nominated parents from each class.

A Comprehensive Behaviour Management Policy

The children are treated as individuals within a process that is both remedial and redemptive in nature.