



HUNTERHOUSE COLLEGE

PASTORAL CARE POLICY

Date/date Reviewed: November 2017

Previous: November 2012

Next Review due: November 2019

This policy is available in pdf format on the College website

www.hunterhousecollege.org.uk

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Pastoral Care Policy and Practice

This document is based on Every School a Good School (DE 2009) and sets out the College's policy and practice in relation to the care of students and the promotion of an environment where students and staff adhere to the ethos and the aims of the school.

Rationale

Pastoral Care is concerned with the care and promotion of all students' personal and social wellbeing, ensuring progress and fostering positive attitudes. Through its pastoral care provision, the College demonstrates its continuing concern for its students as individuals, actively encouraging them to be secure, successful and fully participating members of the College and of the wider community. In addition, Pastoral Care is central to the College achieving its educational aims of enabling students to reach their academic potential.

Aim

The aim of the Pastoral Care Policy, through its role in reducing and removing barriers to learning, is to create a caring, supportive and safe environment which values individuals for their unique talents and abilities and in which all students can learn and reach their full potential.

Inclusion & Diversity

The College aims to establish an inclusive community where all students and staff are treated with dignity and respect, regardless of individual differences including, but not limited to, culture, race, religion, beliefs, sexuality, gender orientation, appearance and ability.

Pastoral Care at Hunterhouse College

The Pastoral Care team aims to support all students in overcoming barriers to learning using a range of intervention and support strategies. The team recognises that pastoral needs and issues span a wide range and are different for every student, affecting each student differently both in extent and impact.

Areas in which the Pastoral team provides support to students include, but are not limited to, attendance; behaviour; progress; SEN; EAL; social integration and peer relationships; sexuality and gender; medical conditions; pregnancy and parenthood; young carer roles; family relationships and changes; anxiety; self-harm; eating disorders and bereavement.

The highly individualised nature of pastoral issues means that the College does not operate a fixed programme of support and interventions for specific issues. Instead, its approach is tailored to each individual student and their specific situation. Working in partnership with the student, parents/carers and Pastoral team staff, a bespoke support package is put together for each student as required.

Roles and Responsibilities

Pastoral care and safeguarding is the concern of all College staff and the pastoral structures in College aims to support them in this overall responsibility. (see appendix 1)

Board of Governors:

The Governors of Hunterhouse College have overall responsibility for the curricular provision (including pastoral aspects) and safeguarding arrangements for students in the College.

Designated Governor for Safeguarding & Child Protection:

Mrs B McNeill works closely with the Designated teacher for Safeguarding & Child Protection (Ms S Greig) on the management of Safeguarding & Child Protection issues in the College.

Principal:

The Principal has overall responsibility for the implementation of pastoral policies agreed with the Board of Governors and for the wellbeing of all students and staff in the College.

Vice Principal (Pastoral):

Ms S Greig is the Designated Teacher for Safeguarding & Child Protection in Hunterhouse College and has specific responsibility for the day to day implementation of relevant policies, supported by a team of three Deputy Designated Teachers. Ms S Greig manages a Pastoral team comprising of the Pastoral Care Co-ordinator, the Head of Sixth Form, the Heads of Year, Pastoral Admin Support and two Special Educational Needs Co-ordinators (SENCOs). Pastoral care in the College is further supported by a Familyworks counsellor through the School Counselling Service and a range of external agencies.

Deputy Designated Teachers for Child Protection:

Mrs S Winnington (Pastoral Care Co-ordinator)

Mr N Goodall (e-safety teacher)

Miss L Gribbons (Senior Manager: Student Progress & KS4/5 SENCO)

Pastoral Care Co-ordinator:

Mrs S Winnington

Head of Sixth Form:

Mrs N Shaw

Heads of Year:

Year 8	Mrs A Taylor	Year 11	Mrs V Waddell
Year 9	Mr T Campbell	Year 12	Mrs L Girvin
Year 10	Mr N Goodall		

Pastoral Admin Support (Pupil Reception):

Mrs I Burgess

Special Educational Needs Co-Ordinators:

Key Stage 3	Mrs A Taylor
Key Stage 4 & 5	Miss L Gribbons

School Counsellor (Familyworks): Mrs A Greer**Teaching Staff**

Form Tutors are key figures in the pastoral system and they should have a detailed knowledge of the needs, emotional development, progress and attainment of each student in their form. Form Tutors are also responsible for the delivery of a tailored Personal Development programme during form time written by the Heads of Year team which is in addition to the Learning for Life and Work curriculum.

Partnership Working

Hunterhouse College is committed to building strong relationships and partnerships with parents/carers and external agencies in order to promote the welfare of its students.

Relationships are fostered through a variety of means, including the arrangement of individual contact with parents/carers when necessary. For parents/carers, the first point of contact should be with their child's Form Teacher, or, in more serious instances, with their Head of Year who will liaise with the

Pastoral Co-ordinator and Vice Principal for Pastoral Care as necessary. The College will actively seek contact with parents/carers should there be a concern relating to their child.

Progress Events, which provide opportunities for parents/carers to consult with subject teachers on academic progress and attainment, are arranged across the year and provide a more formal and structured opportunity for discussion. They have been devised with the specific needs of each year group in mind, and their form and frequency are under constant review.

Pastoral Care at Hunterhouse College is also supported by a number of statutory and voluntary agencies. The Pastoral team will refer students to, share information with and work in partnership with a range of external agencies including, but not limited to, those listed below:

Education Authority

- Safeguarding Team
- Education Welfare Service (EWS)
- Special Educational Needs (SEN) Team
- Educational Psychology Team
- Peripatetic Services

Social Services

- Gateway Team
- Intensive Support Team
- Family Intervention Team
- Family Hub

NHS

- GPs
- Child and Adolescent Mental Health Services (CAMHS)
- Eating Disorders Unit

PSNI

Steps to Cope

Drug and Alcohol Intervention Service for Young People (DAISY)

The Rainbow Project

Familyworks School Counselling Service

Cancerfocus NI

NI Careers Service

Overarching Objectives

1. Child Centred Provision

Objectives

- Ensure the highest standards of pastoral care and safeguarding are in place for each student at each stage of their development
- Provide all staff with a robust programme of safeguarding training, delivered through a variety of means such as whole staff meetings, policy development and dissemination of information
- Foster a College culture of acceptance, inclusivity and achievement, with clear expectations that all students can and will reach their potential
- Develop a system of recording and disseminating necessary information about students so that every student is supported appropriately
- Develop an effective system of monitoring attendance which reduces persistent absenteeism and raises whole school attendance
- Provide impactful interventions and support to meet additional educational and other needs and overcome barriers to learning

2. High Quality Teaching and Learning

Objectives

- Provide a broad and relevant curriculum for all students at each key stage of their education at the college which is responsive to the needs of students
- Ensure that the potential and value of each individual student is recognised through acknowledgement of improvement and progress in all their achievements throughout their College career
- Support teachers in their use of adaptable, flexible teaching strategies that respond to the diversity and changing needs of students within their classrooms
- Effectively use all data, including PASS testing, to promote understanding of student needs and inform inclusive teaching and learning across the College
- Offer effective careers education, information and guidance (CEIAG)
- Ensure rigorous self-evaluation is carried out by teachers and the whole school, using objective data and leading to sustained self-improvement
- Ensure consistency and fairness in the implementation of the College's Behaviour Policy using, where appropriate, agreed rewards and sanctions to encourage positive behaviour.
- Provide a wide range of extra-curricular activities which offer opportunities for each student to develop their individual talents and personal qualities

3. Effective Leadership

Objectives

- Ensure that an effective School Development Plan with a pastoral focus, and Pastoral Action Plans, are in place, providing clear and realistic targets for improvement based on a sound vision for the College.
- Ensure school leaders at all levels demonstrate a commitment to providing professional development opportunities for staff, particularly teachers, and promote a readiness to share and learn from best practice
- Ensure school leaders monitor and evaluate effectively outcomes, policies, practices and procedures and the School Development Plan itself

4. A School Connected to its Local Community

Objectives

- Facilitate engagement and communication between the College, its students, parents/carers and the wider community that it serves.
- Work closely with other relevant statutory and voluntary agencies whose work impacts on education

Linked Documents

DENI 2001 Pastoral Care in Schools

DENI 2008 Evaluating Pastoral Care

Safeguarding & Child Protection Policy

Relationships & Sexuality Education (RSE) Policy

SEN Policy

Gifted & Talented Policy

Attendance Policy

Behaviour Policy

Anti-Bullying Policy

Counselling Policy

Suspension & Expulsions Policy

Drugs Education Policy

Dealing with Suspected/Actual Misuse of Alcohol/Substances Policy

Pregnancy & Parenthood Policy

Young Carers Policy

Appendix 1
– Pastoral
Care
Structure
2017-18

