



GROWING TOGETHER
IN CHRIST

MATER DEI SCHOOL

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PASTORAL CARE POLICY

Belief Statement:

At Mater Dei Primary School we believe we must work with all members of our school community to provide pastoral care based on Gospel values, especially love, forgiveness, justice, freedom and peace.

Therefore we aim to:

- Acknowledge the importance of self-esteem to a person's growth and well being.
- Create a happy, orderly and safe environment where the rights and responsibilities of all members of the community are promoted.
- Support individuals in the school community who are in need of specialized assistance.
- Communicate clearly to the school community those special rules, expectations and consequences that foster self-discipline.

In building self-esteem we intend to:

- Allow individuals the freedom to learn from their mistakes.
- Acknowledge and affirm best efforts and achievements.
- Provide a variety of stimulating opportunities where people can experience success.
- Ensure each person is valued for their uniqueness, their differences and their abilities.
- Provide leadership experiences that enable members of our school community to make a positive contribution to our society.
- Teach strategies that help students to manage their behaviour in positive and responsible ways.
- Ensure prompt attention to all matters covered by the school discipline policy.
- Implement Restorative Justice practices to resolve conflict.

In creating a happy, orderly and safe environment we intend to:

- Acknowledge the duty of care and special pastoral responsibility that teachers have to their students.
- Comply with the law that requires all teachers to report suspected child sexual abuse.
- Document and display school rules in each classroom.
- Provide Year 5 buddies for all Kindergarten children and Year 6 buddies for Year One. **Buddies will** assist the younger students to settle in to the school routines, make friends in their own class and complete some class tasks. They will encourage the younger students to: care for others, be friendly, show respect for others and property, value difference, be inclusive, be responsible, give others a fair go, obey the rules, be honest and trustworthy, say no to bullying of any kind. Buddies are not to tolerate inappropriate behaviour from younger students but to assist them in demonstrating Christian values and behaviour.
- Supervise students at all times between the hours of 8:25am and 3:40pm.
- Ensure the safe and orderly dismissal and collection of students each afternoon.
- Alert the appropriate authorities regarding safety concerns related to neighbouring businesses.
- Lock classrooms when they are unattended.
- Ensure the security of the buildings and playground through planned routines (including setting the alarm system on vacating the main school building after hours).

- Each staff member will report any potentially hazardous situations to the Principal or Assistant Principal.
- Conduct an evacuation or lockdown drill each term.
- Display near the main exit door an evacuation diagram in each classroom (plus a set of class lists K-6), office and work area.
- Make first aid kits available on the playground, in classrooms, at the park and on excursions.
- Take a mobile phone on excursions.
- Maintain a medical cabinet situated in the sick bay area that is accessed by staff only.
- Ensure all staff are kept up-to-date of students with potentially life threatening medical conditions (see *Medication Policy*).
- Maintain current emergency care and CPR accreditation where necessary. The basic Emergency Care Certificate is mandatory for all teachers.
- At the commencement of each year review with staff the CEO document *Behaviours to Encourage and Avoid*.

In offering specialised assistance to those with diverse learning needs we intend to:

- Offer the Seasons Program for students who have experienced loss or grief through separation, divorce or bereavement.
- Utilize appropriate referral agencies to assist members of our school community in need.
- Provide extra assistance to those students at risk or with learning difficulties.
- Take a team approach when working with special needs students so that every teacher is aware of their specific requirements.
- Provide a Learning Support Team that meets with every class teacher to identify, monitor and track the progress of students with identified needs.
- Provide a Gifted Education program.
- Implement induction processes for new members of staff.
- Implement a 'buddy system' where Years 5 and 6 actively assist Kindergarten and Year One students.
- Implement a Student Representative Council for Years 2 to 6.

In implementing and maintaining discipline procedures, we intend to:

- Teach students that each person has the responsibility to uphold the rights of others.
- Speak positively so that the focus is the problem, not the student's self esteem.
- Involve students in negotiating and revising school rules. Implement Restorative Justice practices that help students work towards changing undesirable behaviours.
- Regularly revise the school rules with the students throughout year. These will be implemented consistently and fairly and expectations will be made clear.

In creating a professional environment for staff we intend to:

- Keep staff informed on safe work practices.
- Facilitate the learning needs of staff.
- Refer staff to the CEO Countering Harassment Policy and Code of Conduct.

In creating a supportive relationship between home, school and parish we intend to:

- Liaise with members of the Mater Dei school community to provide assistance to those in need.
- Support Sunday Grade Masses and Morning Teas throughout the school year.
- Actively support the work of the parish through the sacramental program and include parish children in a reflection day at school.

It is essential that parents communicate with their child's class teacher in the first few weeks of the year. Parents need to inform the teacher of any information about their child that will impact on their social, academic, physical, mental or emotional development.

Parents are encouraged to assist their child develop an awareness of God's presence in their life through nightly reflection using the following questions as a guide:

What was the best thing I heard someone say?

What was the best thing I said to someone?

What was the best thing I saw someone do?

What was the best thing that someone did for me?

What was the best thing that I did for someone else?

What can I do to be more like Jesus tomorrow?