



St Caolan's Primary School

Summary of Policies

September 2021- June 2022

Full versions of these policies are available upon request

Pastoral Care Policy

Philosophy

An effective Pastoral Care system is required as a result of the rapid changes taking place within society. Our children require all the skills necessary to deal with the rising pressures of media, family, education and peer pressures which they will encounter in their daily lives.

In St Caolan's Primary School Pastoral Care is composed of different policies, programmes and procedures. These encourage each individual child to develop to their full potential, by catering for their spiritual, moral, emotional, intellectual, physical and social needs in a safe and secure environment.

Aims

- A well-educated child, interested in learning and with a keen sense of personal worth.
- A child who is confident in relationships with peers, parents, teachers and other adults.
- A child who is able to cope with success and failure; joy and sorrow; the ups and downs of everyday life.
- A child with a responsible attitude towards self and others.
- A child with a fundamental understanding of social skills necessary for adult life.

To implement our Pastoral Care Policy, four specific issues have been addressed;

- a) Ethos
- b) Relationships
- c) Values
- d) Self-esteem

Ethos

Our school's ethos contributes effectively to pastoral care by:

- developing good sustaining relationships among Principal, Board of Governors, staff, teaching and non-teaching, pupils, parents and the wider community (facilitating an atmosphere of care and respect within the formal and informal life of the school community, DENI Circular 1999/10)
- parents being aware of and having confidence in the pastoral care arrangements.
- using positive approaches to promote and maintain good standards of discipline.

Relationships Through our positive relationships in school with parents and the wider community, we aim to foster self-respect, self-discipline, tolerance, equality and fairness to ensure that each individual feels valued and cared for at all times.

Values Through the daily experiences, in addition to curriculum activities, all staff aim to communicate positive values and beliefs. These values include for example, sharing, taking your turn, listening, being grateful, good manners, honesty, forgiveness, reconciliation and healing.

Self Esteem To promote our children's positive self-esteem we will encourage our children to think positively about themselves and to accept their own uniqueness. Our school will provide opportunities for the children to feel valued and important by creating an awareness of the positive contribution they can make towards school and the community.

Personal Safety Through our pastoral care policy we aim to develop our children's responsibility for his/her safety in a variety of situations within and outside the school environment. We will develop this through the curriculum and highlight in appropriate policies, i.e. Child Protection, Positive Behaviour, Anti-Bullying, Drugs and Health Education.

Implementation of Pastoral Care Policy

Roles and Responsibilities

The Board of Governors holds overall responsibility for the development and implementation of the Pastoral Care Policy.

The Principal is responsible for ensuring that Pastoral Care is forefront in Development Plan agenda and will monitor and evaluate its effectiveness.

The Principal is responsible for informing and liaising with other relevant policy co-ordinators, outside agencies, providing resources and being available to the inspectorate. In addition, the Principal will have the responsibility of initiating appropriate staff training.

All staff will contribute by helping children to make informed decisions, about issues in terms of 'right' and 'wrong' remaining sensitive to the beliefs of others. They will build up pupils' self-esteem and encourage them to be assertive to resist peer pressure. Teachers must avoid sarcasm, belittling or any form of humiliation.

Monitoring and Evaluating

To ensure the Pastoral Care is working effectively in our school we intend to continually monitor and evaluate and review the procedures and practice. We value the contribution that can be made by our teachers, parents and pupils to affect appropriate change when necessary

St Caolan's Primary School Evacuation Procedure

Teachers to follow these procedures on hearing a Fire Alarm:

- 1. Request children to line up quietly at classroom door**
 - 2. Take register of names – the list is on the front of the classroom door**
 - 3. Carry out a roll call**
 - 4. Last child in the line to close the classroom door**
 - 5. Do not go for coats or take bags**
 - 6. Move directly to designate assembly point**
 - 7. Do not re-enter building**
 - 8. Do not send a child back into building**
 - 9. At assembly point carry out a second roll call of class register**
 - 10. Remain with children at all times**
- Mrs Shields and Mrs O Donnell and Mrs Walls accompany P1 – P2 leave by the rear door move directly to the front of the school, cross the road, walk down the footpath to the corner when directly opposite the carpark of the Oaks Bar cross over the road.
 - Mr Mc Veigh and Miss Rogan accompany P3 – P4 leave by the front door move directly to the front of the school, cross the road, walk down the footpath to the corner when directly opposite the carpark of the Oaks Bar cross over the road.
 - Miss Murphy and Mrs Brown accompany P5 – P7 leave by the front door move directly to the front of the school, cross the road, walk down the footpath to the corner when directly opposite the carpark of the Oaks Bar cross over the road.
 - Any other members of staff or visitors within the school please evacuate the school building following class teacher's instructions.