



HOLY SPIRIT PASTORAL CARE POLICY

Building a nurturing, safe and inclusive school environment

TABLE OF CONTENTS

1	Vision Statement and Rationale	3
2	Pastoral care at Holy Spirit	4
3	Beliefs and Values	4
4	Implementation	5
5	Pastorally Caring Practices for Students	5
6	Pastoral Practices for Staff	6
7	Pastoral Practices for parents	7

1 Vision Statement and Rationale

Holy Spirit Catholic Primary School is committed to the pursuit of Christian Truth and Excellence. All members of the school community are encouraged to develop their potential and special qualities in an environment centred on Catholic values and the true commitment to “Striving with Spirit.”

Pastoral Care at Holy Spirit is the lived expression of the school vision, where we daily live the witness of Christ. Pastoral Care is concerned with enhancing the dignity of each person within our community. It is concerned with maximising learning and growth as well as developing the beliefs, values, attitudes, knowledge, skills and practice to enable all to become inner-directed, contributing members of our society. Pastoral Care is a comprehensive concept, which embraces the whole life of the school by inviting people to realise more fully their giftedness for the well-being of society. In cooperation with parents, community agencies and the Church, the school seeks to be a partner fostering growth and realising the potential of each person.

Teachers and students work together to develop learning environments that are supportive and encouraging, free of disruption due to misbehaviour, where the focus is on personal performance and personal excellence.

2 Pastoral care at Holy Spirit

- Is central to the whole endeavour of education
- Concerns the total welfare of the child
- Assists school to provide a learning environment that is sensitive, warm, humane, efficient, realistic and thorough
- Is an effective vehicle by which schools can hand on the culture of a complex society
- Creates feelings of belonging for students
- Involves offering students guidance in a caring environment with a firm framework for growth
- Enhances the formation of positive relationships between teachers and students
- Facilitates the development in individuals, of a greater capacity for problem solving, flexibility and adaptation necessary for life in a rapidly changing society
- Permeates all aspects of school life
- Involves and includes students, staff, parents, and helps students develop a positive attitude to themselves and their peers

3 Beliefs and Values

The School aims to assist its students develop the ability to:

- Treat each member of the school community with dignity and respect
- Use appropriate problem-solving strategies
- View mistakes as a part of the learning process and take acceptable risks
- Express themselves creatively
- Listen effectively
- Maintain health, hygiene and fitness
- Accept responsibility for own behaviour
- Show tolerance towards others

The school aims to guide and support its students in acquiring knowledge about:

- The contribution different groups and cultures make in our society
- Recognise their own uniqueness and how they are part of God's plan
- Recognise the creative ability and inventiveness of human beings
- The special gifts we all possess to make the world a better place
- The importance of looking after the micro and macro environment

The school aims to assist its students develop belief in the value of:

- Achievement, self-worth and personal identity
- Respect for adults
- Being honest with self and others
- Developing positive personal relationships; being courteous and considerate
- Accepting constructive criticism
- Accepting responsibility for one's actions
- Service to others
- Recognising and sharing personal gifts
- Thinking critically, searching for the truth and clarifying one's personal values and goals
- Developing a sense of humour
- Accepting one's own limitations
- Learning the appropriate expression of emotions
- Developing self-reliance and initiative

4 Implementation

Healthy relationships between teachers, students and parents require honesty, mutual respect and genuine concern for individuals. Pastoral Care is an essential component of all teaching/learning programs. Pastoral Care in all forms is embedded in the teaching and learning at Holy Spirit School.

5 Pastorally Caring Practices for Students

In providing Pastoral Care for students the following are important elements in our plan:

- Prayer and Liturgical celebrations are an important part of understanding our faith and school life
- Children are encouraged to participate and worship in our Parish Community – Holy Spirit
- Children are prepared for the Sacraments of Penance (Year 3), Eucharist (Year 4) and Confirmation (Year 6) where appropriate. The parents and school work in close partnership to prepare each child for the reception of Sacraments
- Through Mission activities and Social Justice education, children have the opportunity to show empathy for the poor and marginalised
- The school provides a balanced curriculum, addressing students' academic, social, emotional, physical and spiritual needs

- Children have the opportunity to participate in a wide variety of sporting activities
- Children are encouraged to participate in both Performing and Visual Arts
- School Assemblies allow each class to share their work with the school community
- The school provides excursions and incursions, which are valuable learning experiences
- Children are encouraged to respect and look after the environment in which they work and play
- Education Assistants are available to work with students predominantly in early childhood and junior primary
- A regional school psychologist is available for those students in need of specialist support
- Compassion and care are extended to children who are ill or have been injured
- Expectations and consequences are made clear to all students
- The wet weather, evacuation and lock down procedures are implemented for the safety of students
- Recognition is given of student work and achievement through visits to other classrooms, teachers or Principal
- Encouragement and support for others is developed through the Buddy System
- Students are encouraged to work towards achieving the School Representative Badge
- Leadership opportunities are provided through the Senior grades
- Teachers attempt to build a positive rapport with students in class and across the school
- Important achievements are recognised through the communication channels and at assemblies
- Involvement in whole school activities is encouraged – encourage participation
- Student’s birthdays are recognised in class and at assemblies
- Sharing responsibilities via job charts is encouraged
- Recognition and encouragement are fostered using stickers, class dojos, merit awards, displaying work, praise and commendations
- Rewarding and reinforcing good behaviour through the Golden Tickets and Kindness Tree innovations

6 Pastoral Practices for Staff

In providing Pastoral Care for staff the following are important elements in our plan:

- Staff have the opportunity to pray together and lead prayer at the prayer gathering and staff meetings
- Staff birthdays are celebrated
- Staff social committee organise opportunities to meet for social gatherings
- Staff Information Handbook outlines school procedures and practices
- Staff support for each other is valued
- Open communication is valued
- Staff are encouraged to share their talents with other staff members or classes
- Staff are encouraged to help each other out with responsibilities

- Communication is provided via the Day Book, Teams, SEQTA, T-Share, regular meetings with Principal and Assistant Principal
- Staff are actively involved in assisting with the Sacramental Programs and special masses etc. A “Catholic Day” is designated for a nominated time during the year to recognise this service
- Staff cohesiveness is further enhanced by such activities as shared lunches, after school gatherings and special celebrations throughout the year
- Staff are supported through Leadership Team and access to CEWA Services such as school SIA and Psychology Services

7 Pastoral Practices for parents

In providing Pastoral Care for parents the following are important elements in our plan:

- Parents are encouraged to be present at and participate in school and class Masses and Liturgies
- Parent meetings enable the school and parent body to work in partnership to prepare children for the Sacraments of Penance, Eucharist and Confirmation
- Parents are welcomed into the school to share in school, sport and class-based activities
- A fortnightly newsletter provides communication between the school and parents
- The Parent and Friends Association meets monthly to address the needs of students, staff and parents
- The School Board meets monthly. Its members are drawn from the parent body
- Parent Class Representatives assist the school community
- Parent / Teacher meetings are conducted to inform parents of student progress and educational issues and practices
- Various social gatherings for parents and their children are held during the school year
- Morning Tea at the end of the year to thank volunteer helpers at the Grandparents and Special Friends mass
- Recognition and support for parents undergoing bereavement or family/personal problems
- A Class Newsletter is sent home at the start of each term to let parents know of the educational programme in their child’s class.
- Class Page via SEQTA

Pastoral Care is a high priority in the school. Enhancing the dignity of each person within our community is a priority. Within a framework of Catholic values, we strive to live in harmony with each other and with our environment.