

Associated College Documents – Procedures, Processes

- Clairvaux MacKillop College Mission Statement
- Clairvaux MacKillop College Code of Conduct
- Student Behaviour and Support Plan - 2016
- Brisbane Catholic Education - Student Protection Processes - 2015. Including staff professional development and updates.
- Brisbane Catholic Education - Code of Conduct - Staff, Volunteers and Other Personnel
- Brisbane Catholic Education - Workplace Bullying and Harassment Policy
- Student and Staff Acceptable Use of IT Agreement
- Middle Leadership Structure
- Pastoral Leaders Meeting
- Student at Risk Meetings
- Professional Development and Induction Programs
- New Staff Induction
- Learning Support - Processes, Guidelines
- English as a Second Language (ESL)
- Roles and Responsibilities - Teachers
- Student Leadership Structure - Years 7 to 12
- Students Mentors - Year 10
- Counselling
- Campus Ministry
- Parent/Student/Teacher Interviews



Policy Statement

Pastoral Matters

Mission Statement

Our Mission is to work actively as a Catholic, Christian, inclusive learning community.

Our Context: Clairvaux MacKillop College is a co-educational Catholic Secondary College that seeks to develop a unique identity of faith, hope and love, based on the vision and person of Jesus Christ.

There are 5 College Policy Documents, (1) Education; (2) Resourcing the College; (3) Faith Development; (4) Pastoral Matters; (5) Community Relationships.

Each policy is anchored in our Mission and each is supported by a range of procedures and processes that are documented and reviewed so that they remain relevant.

*“Jesus welcomed the crowds, spoke to them about the Kingdom of God,
and healed those who needed it.”*

Luke 9:11

Pastoral Matters

The policy on Pastoral Matters guides the College in providing a pastorally caring, and thriving co-educational environment that welcomes, accepts and celebrates the uniqueness and dignity of the human person within the context of a Christian community.

Purpose

Clairvaux MacKillop College is entrusted with the responsibility for providing a loving, supportive, caring and secure learning environment for all students and staff. This policy acknowledges the role of the College in fostering the growth and development of its members in a community that provides a strong sense of wellbeing, belonging and security; where students and staff are given every opportunity to be affirmed in their dignity and worth, and assisted to grow to the fullness of their potential. The College seeks to recognise and embrace the needs, giftedness and human dignity of each individual.

Rationale

Clairvaux MacKillop College recognises that pastoral matters are integral to all facets of College community life. The climate of Pastoral Care is promoted in our College's vision and Mission Statement, and effected in policies, procedures, programs, teaching and learning curriculum, student activities, student/staff support and wellbeing services, behaviour management processes, family engagement, community partnerships, and College climate and ethos.

We understand that for the majority of students, family life and school are formative influences in their lives. Staff and parents also need to be nurtured in their roles as care-givers. We are therefore committed to:

- Encouraging a shared vision of Pastoral Care where all members of the community have a significant role to play in modelling the importance of building and maintaining relationships grounded in the Gospel values of love, respect, acceptance, tolerance, dignity, fairness, repentance, reconciliation, compassion and justice;
- Embracing an effective whole-school, collaborative approach to Pastoral Care to enhance the emotional, intellectual, social, physical, spiritual and moral wellbeing of all in the community. At Clairvaux MacKillop College the responsibility for this care is entrusted to all members – students, parents, staff and leaders– to contribute to one another's growth and journey towards wholeness;
- affirming the rights of all school community members to feel valued, empowered and safe at school, Where diversity of culture, tradition and need is respected, where human rights and legal rights are honoured, where inter-relationships are positive, where student experience connectedness and engagement, and where students at risk or experiencing difficulty or special needs receive particular care and support;
- Intentionally responding to students, staff and the wider College community needs as appropriate and feasible through pastoral programs, processes and practices, both formal and informal, implicit and explicit, which are relevant, age appropriate, educative, which work to skill students and staff, and engage the community;
- Sharing responsibility and leadership of care within the College among all the stakeholders to promote collaborative discussion and discernment, and to ultimately inform decision making and a vision for the future.
- Providing vibrant, comprehensive and inclusive curriculum and co-curriculum programs that offer students a range of teaching pedagogies, methodologies and practices to meet students' needs, abilities and interests.
- Ensuring that the roles and responsibilities of all members of the school community are explicit and disseminated in promoting a safe and supportive environment.

- Encouraging students towards self discipline and responsible behaviour through the Responsible Thinking Process to nurture understandings of personal choice, commitment, wellbeing and safety.
- Supporting new and beginning teachers through Induction programs, practices and peer support, to enhance their understanding and implementation of Pastoral Care.
- Regularly monitoring new and 'at risk' students to provide opportunities for development, support and growth. In consultation with parents or caregivers, this may include the identification of support links within and beyond the school community.
- Providing proactive patterns of care that are characterised by a sense of love, kindness, understanding and celebration of living;
- Recognising and nurturing leadership among students and staff as an integral element that underpins the creation of a safe and supportive school environment.

Reporting and Accountability

Opportunities exist for the expression and development of pastoral matters across the College. The College embraces a collaborative "wrap-around" approach to the care of students which involves team cooperation, enhances understanding of individual needs and employs a monitoring and evaluation process. Processes are reviewed regularly. Data collection is on-going and communication among the key pastoral team members occurs regularly. Open communication with parents, staff and students, the monitoring of behaviour and incidents affecting student care, and regular Pastoral meetings highlight and promote pastoral needs.

Inclusive Practice and Participation

The College structures Homeroom Groups to encourage positive personal interactions. Opportunities exist for parents, families, staff and students to develop an understanding and engage in the support of pastoral processes and practices, through information evenings, regular communication through the diary and through other College publications. Clairvaux MacKillop College is particularly respectful of diverse cultural and family structures, and supportive of families in crisis.

Futures perspective

With the rapid and complex social and economic changes resulting in uncertainty, insecurity and stress on families, Clairvaux MacKillop College has a strong commitment to responsive care and support. The ongoing provision of resources and staff professional development ensures continued service to all those of our community.

Policy Review

This policy will be reviewed annually or as:

- New developments/research occurs
- Legislation updates occurs
- Brisbane Catholic Education requirements change

By this process, Clairvaux MacKillop College can ensure the best practice for its students, staff and parents.

Authorisation

The Clairvaux MacKillop College Pastoral Board endorses this policy which has been determined in consultation with staff and parents. The policy takes effect as of July 2017 and is authorised by the Clairvaux MacKillop College Principal.

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