

Purpose

Pastoral care is based on respect for the dignity and uniqueness of the individual person who is made in the image of God. It is an individual and community response to Jesus' call to: love one another as I have loved you (John 13.34). When Catholic Education is faithful to the call of the Gospel, compassion, justice and reconciliation are evident throughout the life of the education community.

Scope

This policy applies to the whole Monivae College Community.

Legislative Context

- *Working with Children Act 2006 (Vic)*
- *Children, Youth and Families Act 2005 (Vic)*
- *Children and Young Person's Act 1989 (Vic)*

Definitions

A complete list of definitions relevant to this procedure is contained within the Pastoral Care and Wellbeing Policy.

Actions

Pastoral Care in an attitude that underpins all aspects of College life.

Pastoral Care at Monivae is concerned with the intrinsic value and well-being on each person. It is effected in the development of quality relationships which are based on trust, respect, commitment, acceptance of others and personal attentiveness to their needs. It is affected in the provision of care networks which foster and support the total well-being of each person in the school community.

Pastoral Care builds community through affirmation of the giftedness of each individual. This affirmation springs from a compassionate heart which expresses itself in welcoming, listening, supporting, sharing, challenging and forgiving.

Pastoral Care will be evident in the practice of self-discipline, which is essential for each person to attain his/her full potential. It is also evident in the overall behaviour management procedures within the school which exist to protect the rights of students and staff.

Staff interaction with students and family are to be based on developing and maintaining positive relationships and effective communication.

The responsibility for Pastoral Care at Monivae rests initially with staff, who work with one another, with students and their families to build up and sustain a supportive community.

It is the Director of Students' responsibility to ensure there is a structure in place that provides a high level of pastoral care for students and staff.

All staff are responsible to raise issues and concerns regarding student and families, and where relevant to the principal.

Staff are to ensure that there is procedural fairness and consistency is applied in dealing with incidents in student behaviour. Processes are to be consistent with the Monivae College Behaviour Management Policy

Where an issue is regarding child abuse, staff must follow procedures outlined in the Monivae College Child Safe policies for reporting all forms of child abuse including

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grooming. The staff members should also inform the principal so that appropriate procedures can be in place within the school environment as required.

It is recognized that in some cases of serious wrongful behaviour it may be necessary to negotiate a transfer for a student to another school or have their enrolment at Monivae College reviewed by the Principal. Such review may lead to a termination of that enrolment from Monivae College.

Engaging learning and teaching that has high expectations for students is to be embedded in teaching strategies to enhance wellbeing in students

Learning and teaching strategies are designed to assist and meet all student needs and meet the requirements of the *Disability Standards for Education 2005*.

Strategies

Monivae College has the following strategies and programs to enhance pastoral care and wellbeing:

Staff and Community

- staff induction including emergency teachers
- staff mentoring and coaching
- staff reflection and professional learning days
- school and staff professional learning plans
- staff anti-bullying, and anti- harassment policy (including cyber bullying)
- occupational health and safety policy and procedures
- school assemblies, liturgies and masses
- family buddy program and welcome meetings
- engagement in learning session for parents
- surveying staff, parent and students on student engagement and wellbeing including the School Improvement Survey
- family communication app
- staff, administration and parent handbooks that outline specific procedures
- Catholic Identity MSC Charism and Spiritual Formation Committee and Student Wellbeing Committee
- procedures to ensure that the school complies with the Disability Standards for Education 2005 and Privacy Act 1988
- procedures for maintaining teacher registration checks and Working with Children Checks for non-teacher staff volunteers and external providers

Students

- student buddy program
- student achievement awards
- student leadership strategies such as class and school leaders
- implementation of strategies that support student voice to empower and engage students
- inclusive curriculum and teaching strategies that are adjusted within reason for individual students. This includes adjusting assessment modes, timelines and provision of LSO where required
- provision of different pathways for completing senior secondary requirements
- supporting students in defined circumstances with the opportunity to participate in and complete their secondary level studies. The school is guided by VCAA Special Provision.
- PSG meeting for specific student needs and circumstances
- whole school three tier strategy and intervention approach to learning and teaching and student wellbeing.

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- ongoing student feedback on learning
- restorative justice processes
- student surveys for wellbeing and safety
- student wellbeing group to monitor student wellbeing
- cybersafety curriculum
- child safety curriculum
- resilience programs incorporated into curriculum
- student attendance monitoring and procedures
- processes to ensure that all students have a learning program that promotes ongoing improvement
- learning and teaching with in a safe and supportive environment policy
- behaviour management policy (including procedures for serious offences that may require suspension, exclusion, or termination of enrolment)
- student anti-bullying and harassment policy (including cyber bullying)

Communication

Monivae College communicates this policy and related policies and procedures through:

- staff and parent handbook
- policies provided on school website
- information sessions for parents
- parent teacher interviews
- staff induction and professional learning
- staff meetings and briefings
- curriculum design
- assemblies
- newsletters

References

- CECV Child Safety Commitment Statement
- [Out-of-home Care Partnering Agreement](#)
- [VCAA Special Provision](#)
- [National Safe Schools Framework](#)

Supporting Documents

- Pastoral Care and Wellbeing Policy
- Anti-Bullying and Anti-Harassment Policy
- Complaints and Grievances Policy
- Duty of Care: Supervision of Students
- Code of Conduct
- Digital Technology Policy
- Behaviour Management Policy
- Child Safety: Reporting Obligations
- Student Care and Health Policy
- Sun Protection Policy
- Anaphylaxis Policy
- Emergency Management Plan

Responsibility

Approval Authority	Policy Sponsor	Administration
Responsible for monitoring the implementation, outcomes and scheduled	Responsible for maintaining the content of this procedure as delegated by the	Responsible for the administration support for the maintenance of this procedure as directed by the

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review of this procedure	Approval Authority	Policy Sponsor
Principal	Director of Students	Compliance and Risk Manager

Promulgation

This procedure will be communicated throughout the Monivae College school community in the form of:

- policies section of the Monivae College website;
- policy library section of the Monivae College intranet; and
- distribution of email to all staff.

Implementation

This procedure will be implemented throughout Monivae College via:

- policy library section of the Monivae College intranet;
- staff briefing session; and
- training sessions.

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