

The Abbey
ORGANIZATION OF PASTORAL CARE

1. Policy Statement

The school recognizes its responsibility to provide effective support and guidance for all pupils and to have effective pastoral arrangements in place.

2. Procedure

- 2.1 The class teacher is responsible for the day to day immediate pastoral care of pupils, although it is important that all members of staff are aware of pastoral care issues and take action to support pupils. It is vital that a strong sense of trust is developed between pupil and class teacher and other members of staff so that pupils feel confident when communicating. The Master, Second Master, Head of Queen's House, Director of Studies, School Chaplain and Matron can be called on to provide pastoral support.
- 2.2 Good lines of communication play a vital part in ensuring pastoral care is of a high standard. Each staff meeting has a section dedicated to pupils and it is at this stage that members of staff can discuss pastoral care issues, as well as academic matters, in a whole staff forum so that comprehensive support can be provided. After initial contact with parents, follow up meetings are organized in order to monitor pastoral care issues.
- 2.3 The school has a range of policies in place which are dedicated to the pastoral care of pupils, e.g. Anti-bullying Policy, Anti-cyberbullying Policy, the Promotion of Good Behaviour Policy, Supervision of Pupils' Policy, the school rules and the Child Protection Policy.
- 2.4 Pastoral issues are dealt with proactively in assemblies, PSHE lessons, form time and the spiritual, moral and social elements of subjects so that pupils are aware of such matters and the ethos of mutual support is underpinned.

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