**Trinity Comprehensive Pastoral Care Policy**

**Aim**

The aim of the policy is to provide a comprehensive pastoral care support to the students of trinity comprehensive. **Scope**This Policy statement has been drawn up in consultation with the Board of Management, Staff, Parents and Students of Trinity Comprehensive. It applies to all pupils in the school taking into consideration their academic abilities.

**Relationship to the school’s mission statement:**

The Mission Statement of our school community is to support each individual in achieving their full academic, personal and spiritual potential. We strive to achieve this in a healthy safe and inclusive environment where learning is valued and the rights and responsibilities of all are respected.

**Rationale:**

Trinity comprehensive values a holistic approach to education and as such seeks to ensure that there is adequate and appropriate support for the student to respond to their needs as they arise

**Goals:**

* support each student
* seek to provide appropriate support for each student
* empower each student by educating them in Life Skills
* develop in each student a sense of self confidence
* encourage and build on the students resilience
* Encourage students to self reflect

**Policy Content**

The pastoral care and support of each student will be provided through some or all of the following ways:

***Care Team***

The organisation of the pastoral care of students will be co-ordinated by the Care Teams. The care teams will continuously monitor the welfare of each student. There will be a Care Team for each year group.

The Form teacher will be the primary point of contact with the student and will meet the class on a daily basis. The Form teacher will meet the student on the first days of school and where possible will remain with them throughout the junior and senior cycle. The Form teacher will work in liaison with the Year head and will pass on any concerns they may have about a student.

The Year head will monitor the progress, attendance, behaviour and well being of the student. He/she will then report to the Care Team if there is cause for concern. Appropriate action will be then taken. The interventions or supports listed below will be available to the care team.

The Year head will also liaise with the student’s parents.

Care Team Members: Year Head, Guidance/ Counsellor, Home School Liaison Teacher, Chaplain, Deputy Principal, WAF (when available), Member of Resource Team, School Nurse.

***Resource Team***

Students will receive a variety of academic and learning support from the resource team. All referrals and applications to the relevant agencies are made through the coordinator. This is outlined in detail in the school’s special needs policy.

***Anti-Bullying***

The school’s Anti-bullying policy has a comprehensive approach to dealing with disclosures of bullying. The strategy is supported by an Anti-bullying team and a co-ordinator. The specific approach is detailed in the anti-bullying policy. Each year the staff is reminded of the approach at staff meetings and in the staff handbook.

***Guidance Counsellor***

The guidance counsellors will be available to the students. Their approach to Guidance/Counselling is detailed in the schools guidance policy. Referrals to them are made in a variety of ways from Care team to self referral and from Form teachers to subject teachers

Guidance counsellors are responsible for making referrals to HSE Psychological service and Mater CAHMS

***Chaplain***

The Chaplin will be available to all students. Students can be referred to the Chaplain via the Care Team or self referral.

***BEST ( SCP)***

The BEST workers liaise with the Year Heads and local primary schools. They support students with attendance and other problems by offering them one to one support and engaging them in specific programmes.

***Attendance Care Team***

The attendance care team meets regularly to monitor the attendance of the students. Attendance promotion is undertaken via particular programmes and awards. The team liaises with the Care Team and students with poor attendance are offered support. The team leader organises communication with the parents and HCL teacher may visit the home.

***Behaviour Support Team***

The behaviour support team works on two levels prevention and intervention.

Prevention

The team organise and support behaviour support programmes for example “Belonging Plus”

Intervention

The team gives their support to the improvement and up-skilling of student behaviour through the following interventions:

* Whole school approach
* Level 1 and 2 support
* Level 3 support.

These supports are outlined in detail in the school’s behaviour policy.

***WAF***

A number of teachers are trained as Wrap Around Facilitators. They offer support to the student by setting particular goals with them and encouraging the student to attain these goals. Referrals are made through the Care Team. The WAF’s are a support to the Counsellor and offer the student some low level intervention. The WAF’s are guided by the School Counsellors.

***COUNSELLING***

When it is identified that a student requires counselling, the school have qualified counsellors who will meet with the students to explore their issues. They determine the frequency and levels of support required and will remain connected to the student as long as they require the intervention. When an issue requires escalation, the counsellor will make the appropriate referral to the appropriate agency, in accordance with the Children First Guidelines.

***NEPS***

The school avails of all the services offered by NEPS

***Community Agencies***

When necessary and appropriate students are referred to community agencies. They include:

* Mater Cahms
* HSE counselling service
* Ballymun Regional Youth Service
* Youth Action Project
* HSE Geraldstown House
* Network for Assisting Young People at Risk
* Job Centre

**Pastoral Programmes**

Education and support programmes are also offered by the school. These include

* SPHE
* Religious Education
* Self Esteem and Motivation Programme
* Strengthening Famlies
* Various courses provided by BITE ( Ballymun Initiative in Third Level Education)

**Roles and Responsibilities**

**Board of Management**

* To ensure that policy is developed and implemented from time to time
* To approve the Policy
* To consider reports from the Principal on the implementation of the Policy

**Principal and Deputy Principal**

* To establish structures and procedures for the implementation of the Policy
* To monitor the implementation of the Policy

**Care Team**

* To monitor the effects of the policy and to identify students experiencing difficulty
* To provide support and guidance
* To monitor the effectiveness of the various strands of the policy

**Implementation Procedures:**

Copies of the policy will made available to staff .New and substitute teachers will be guided through it by the Principal/Deputy.

Parents will be informed of policy at meetings and information nights.

Students will be informed of policy at assemblies and other student meetings. Information about the pastoral care system will be published on the school website and in the school journal.

Policy will be discussed at Year head, Care team and student council meetings.

**Success Criteria:**

Students are informed and benefit from the services offered.

Communication with community agencies strengthened.

Attendance is improved

Students are more self reliant

**Monitoring Procedures:**Policy will be monitored at:

* Year Head meetings,
* Care team meetings,
* Staff meetings,
* Student Council meetings and at
* Board of Management meetings

**Review Procedures:**The Code of Behaviour will be reviewed after two years by Principal, Deputy Principals, School Development Team, Parents and members of the Student Council.