



Pastoral Care Policy

POLICY DATES: JOHN CALVIN SCHOOL PASTORAL CARE POLICY			
Formulated	March 2026		
Implemented	March 2026	Reviewed	
Next Review Due	April 2029		
Policy Authorisation			
Principal	Daniel Coote	Signature	
Board Chairman	C Mulder	Signature	

Summary

The Pastoral Care Policy provides guidance for all stakeholders regarding: the ethos and values of the School which underpin pastoral provision; how the school will provide for the pastoral care of pupils; the roles and responsibilities of staff in delivering pastoral care.

Purpose

To outline how the John Calvin School will deliver pastoral care. Driven by our vision statement, we integrate the strengths and connections between church, home, and school to create a foundation of pastoral care that empowers our young people to flourish. Central to pastoral care in the John Calvin School, is the building of strong relationships and the fostering of mutual respect between staff and pupils. Respect for diversity, and the valuing of all members of the Free Reformed School Association community as equals, are at the heart of the School's ethos.

Definitions

Pastoral Care

Actions, interactions and attitudes that promote health, resilience, wellbeing, academic outcomes and ethical decision-making, supporting the spiritual, social, emotional, physical and mental capacities of individuals.

Wellbeing

A state of feeling well, functioning effectively and experiencing connection with others.

Social and Emotional Learning (SEL)

The process through which individuals develop skills to understand and manage emotions, build relationships, show empathy, make responsible decisions and achieve positive goals.

Roles and Responsibilities

Pastoral care is understood to be caring for pupils as whole individuals with intellectual, emotional, social, physical and spiritual needs. The provision of high-quality pastoral care is central to the ethos of the School. The primary responsibility for the care and welfare of pupils' rests with the Free Reformed Association Board. However, the John Calvin School recognises that all staff share responsibility for the pastoral care of pupils and seeks to ensure that they are equipped to discharge their duties. A number of members of staff are appointed to play a leading role

- Principal and Leadership

The principal and school leadership are responsible for:

- Ensuring wellbeing practices align with the Christian foundation and vision of the school

- Embedding a whole-school approach to wellbeing within school planning and systems
 - Prioritising wellbeing within school routines and structures
 - Providing appropriate resources, staffing and professional learning
 - Supporting evidence-informed wellbeing programs
 - Supporting a positive and inclusive learning environment
 - Ensuring staff are aware of relevant policies and procedures
 - Monitoring implementation of this policy
- Teachers and School Staff

All staff are responsible for:

 - Contributing to a safe, respectful and supportive school environment
 - Building positive and authentic relationships with students
 - Teaching social and emotional skills and modelling respectful behaviour
 - Participating in professional learning related to student wellbeing
 - Working collaboratively with wellbeing staff and families
- Support and Wellbeing Coordinators

Support and Wellbeing Coordinators staff are responsible for:

 - Implementing wellbeing initiatives and multi-tiered systems of support
 - Supporting students' participation and engagement in school
 - Collaborating with teachers, families and external services
 - Maintaining professional boundaries and appropriate documentation
 - Complying with relevant safeguarding frameworks and training requirements
- Students

Students are responsible for:

 - Treating others with respect, kindness and consideration
 - Contributing to a safe and inclusive learning environment
 - Applying social and emotional learning skills in their relationships
 - Seeking help and reporting concerns when needed
- Parents and Caregivers

Parents and caregivers are responsible for:

 - Working in respectful partnership with the school
 - Modelling and supporting positive behaviour and relationships
 - Supporting school values, policies and expectations
 - Encouraging regular school attendance
 - Supporting their children to maintain respectful relationships both at school and online

Pastoral Care Framework Aims

- To create and maintain an atmosphere where pupils feel they are safe, valued, well known, respected and happy.
- To create a harmonious and dynamic learning environment.
- To provide, when necessary, sympathetic and effective guidance and counselling, through internal and external provision.
- To raise awareness of possible risk of harm, and to encourage pupils to make safe choices.
- To strengthen links between the School, parents and the wider community.
- To prepare pupils for the challenges of adult and working life.

Pastoral Care Framework

Educative and proactive/preventative

- Scripture is used as the primary guidance for our relationships and engagement in the community.
 - Biblical instruction and pastoral care is prioritised at the start of each day. Teachers work through scriptural principles for living and loving others and explicitly cover the application of these principles in the school setting at an age-appropriate level.
 - As developmental level increases, teachers provide opportunity for students to specify the types of issues or 'hot topics' they would like to explore.
 - online check-ins are utilised periodically in Yr 7-10.
- Health and Physical Education programs are used to teach healthy relational principles, personal and community safety, and social-emotional learning.
- External organisations or guest speakers are utilised to help teach intensive units on a cyclical or 'as-needed' basis:
 - City Mission 'understanding worry'
 - Bravehearts
 - Palliative Care Tasmania – understanding grief

Responsive and Reflective

- In response to student request or incidents, 'as-needed' sessions are arranged to work through identified issues. These will normally be dealt with by the class/pastoral care teacher. Further support is available through the support and wellbeing coordinator.
 - The school pastoral care record identifies issues needing additional attention.
 - The school digital monitoring system 'LineWize' notifies designated staff of potential issues to be followed up. These monitoring tools also notify designated staff (wellbeing and support coordinator and Principal) of any potential threats to student wellbeing and safety detected in online activity.

- Students requiring additional support are provided access to a pastoral care teacher and/or the wellbeing coordinator. If appropriate, communication with the home helps to provide wrap-around support and a collective approach.
- At times, with the permission of the student and parent, the family's church is activated to offer support.
- Referrals by the wellbeing coordinator are also made to external agencies as required.

Safeguarding and Child Protection

- The School recognises its statutory duty to contribute to the safeguarding of the pupils in its care and its Safeguarding and Child Protection Policy clearly identifies the welfare of the child as being paramount. Training in Safeguarding and Child Protection for all staff/volunteers, both teaching and support, takes place tri-annually and staff/volunteers are trained to recognise signs of abuse as well as how to respond when there is a Child Protection concern. The school works in co-operation with external agencies when child abuse is suspected.
- The School's Safeguarding Children and Young People Policy and the Staff Code of Conduct outlines clearly the expectations of staff regarding their contact with pupils.
- There are also parental induction evenings at the start of every academic year, and welcome days in January/February for all new pupils to help with their transition.

Raising a Concern

Parents are always welcome and are encouraged to contact their child's teacher or a senior member of staff if they have any concerns or worries. This may be done through the parent lounge or the Orbit app or by telephoning the Admin Office. Parents are encouraged to share concerns about home circumstances or other matters which may affect their child's welfare and/or academic progress. Urgent concerns will be given immediate attention and information disclosed will be treated as confidential. The relevant staff will liaise as necessary to implement and monitor provision for care.

The opinions of parents and children will be valued and where appropriate, action will be taken.

Related policies

The John Calvin School maintains and is guided by a range of policies, the National Principles for Child Safe Organisations and the Student Wellbeing Framework designed to support the pastoral care of pupils. Documents that are related to this policy are:

- National Principles for Child Safe Organisations
- National Office for Child Safety Framework
- Student Wellbeing Hub
- Addressing Bullying Policy
- Anti-bullying
- Behaviour Management Policy
- Safeguarding and Child Protection Policy
- Child safe Code of Conduct
- Child Safe Employment Policy
- Compliments and conflict
- Personal and digital Device
- Photographing and filming
- Safeguarding Code of Conduct for Young People
- Staff Code of Conduct
- Safeguarding Children and Young People policy
- Work Health and safety
- Responding to Child abuse and Allegations