



# The Teresian School

12, Stillorgan Road, Dublin 4 Tel: (01) 2691376 Fax: (01) 2602878 email: [secretary@teresian.ie](mailto:secretary@teresian.ie)

## The Teresian School Pastoral Care Policy

The Teresian School is a Catholic all-girls school run by the Teresian Association, women and men committed to living Christian values in their family and working life.

The Teresian School offers an education that is human in character and treats each student as unique and capable of developing her individual gifts.

The motto of the School is **Joy, Fortitude and Love.**

### Mission Statement

The Pastoral Care mission is rooted in the Christian tradition and Povedan identity



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## Introduction

### Context:

**The Teresian School** is a Catholic school under the trusteeship of The Teresian Association, a group committed to living Christian values in their family and working life. The Association was founded in 1911 by St Pedro Poveda in Spain and is a Private Lay Association of the Faithful. In setting up the Association Pedro Poveda found inspiration in St Teresa of Avila as someone who embodied the Christian and human ideal, *“eminently human while belonging fully to God.”*

## Teresian School Educational Policy

Education could be defined as the on-going development of each one of us so that we may realise our true and best self. It follows, therefore, that educators should be open to change and innovation, initiators of new development in this continuing, life-long process we call education. Students should feel themselves to be partners in their own education.

The school aims to prepare students for public examinations, in an age when academic qualifications are indispensable for admission to further education and entry into many forms of employment. Therefore, the school pursues examination courses leading to:-

- (a) PLU (Fetac level 2)
- (b) Junior Certificate (Fetac level 3)
- (c) Leaving Certificate (Fetac level 5)

The school recognises that its students are of varying cultural and religious backgrounds, aspirations and abilities.

More and more is being expected of education in school. It should prepare students for life at work; for relationships; for leisure and for an ever-changing world, which demands for everyone, a capacity for adaptation and adjustment. To meet these needs, the school offers a variety of leisure activities and a sports programme, as well as fostering creative abilities and implements a Pastoral Care Programme to provide genuine human and social education aimed at developing the emotional growth of each student as an individual.

The school recognises the vital role that parents play in the overall education for their children. Contact with Parents is invaluable and they should feel free to visit the school, meet teachers by appointment and generally become involved in all aspects of school life. Appointments can be scheduled through the school secretary.



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The school recognises the importance of the Community in which the student lives. For this reason, every effort is made to ensure that the student is aware of life in the community and is encouraged to be involved in organisations and activities.

## Pastoral Approach in our School

### Definition of Pastoral Care:

'School Pastoral Care is a systematic approach to education which seeks to value and develop the young person at every level.

It implies caring for the quality of relationships between the partners in the school community. It involves the engagement of all the school policies, processes and programmes in the development of the appropriate systemic structures, roles and resources to support the development of the emerging adult'

Luke Monahan's "Making School A Better Place"

### Aims of Pastoral Care:

The aim of this Pastoral Care Programme is to contribute to the overall development of each student; to fulfil the students' academic, personal, social and vocational needs.

- 1. Academic Objectives:** Pastoral Care is primarily about efficient learning which should be better facilitated by planned training in study skills.
- 2. Personal Objectives:** Pastoral Care is a form of education for the personal and emotional development of students, achieved by the counselling tutorial groups and referral systems which it seeks to implement.
- 3. Social Objectives:** The formation of happy, meaningful relationships is essential in life and the aim of Pastoral Care is to help students to relate within their families in school, in the work-place, in communities and in society in general.
- 4. Vocational Objective:** Education for living and particularly for life at work, and later, family life and the responsibilities of rearing children, are all part of the function of Pastoral Care.



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## Personnel Involved in Pastoral Care in The Teresian School

1. Principal  
  
Designated Liaison Person for Child Protection  
Head of Teresian School Support Team
2. Deputy Principal
3. Guidance Counsellor
4. Special Educational Needs Co-ordinator
5. Pastoral Care Officer
6. Senior Dean
7. Junior Dean
8. Anti-Bullying Coordinator
9. Class Tutors
10. Teachers of S.P.H.E. and Religious Education
11. All school personnel



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## Pastoral Role: Definitions and Responsibilities

### **Teresian School Management:**

The Board of Management and the School Management Team of The Teresian School have a responsibility to ensure that the provision of pastoral care and the agreed practices in the school are of the highest possible standards

### **The Senior/Junior Dean:**

It is the task of the Junior and Senior Dean to co-ordinate the Pastoral Care Programme and to assume responsibility for students in the Junior and Senior educational cycles

The Dean's function includes:

- Responsibility as immediate point of referral from class tutors
- Communication with other staff and parents
- Student pastoral care
- Discipline matters

### **The Class Tutor:**

The Class Tutor is the teacher who willingly undertakes the special care of one class unit or tutor group. He or she works as part of a Pastoral Care team under the leadership of the Junior/Senior Dean.

The Class Tutor's role includes:

- Presentation and on-going evaluation of the pastoral care programme
- Weekly dealings with class group which may include academic progress, attendance matters, punctuality
- Referral to Dean



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## **The Guidance Counsellor:**

The guidance counsellor participates in and manages the guidance service under three areas of activity (IGC, Role Document):

- Personal/Social Guidance and Counselling
- Educational Guidance and Counselling
- Career Guidance and Counselling

### **Counselling (Personal/Social and Career Guidance)**

The guidance counsellor has particular skills in this area which could support students with a wide range of issues e.g. behavioural problems (time keeping), stress. In this the guidance counsellor helps the student explore alternatives and develop strategies for change or consider referral if appropriate. In a person-centered, caring environment students are empowered to self-actualise. Counselling support can occur on an individual or group basis.

### **Consultation Services (Personal/Social, Educational, Careers Guidance)**

The guidance counsellor consults with significant adults e.g. Teachers, Parents, Principal, Dean's and Tutors. This is achieved through presentations to parents, being available at parent-teacher meetings. This is done to enable these significant adults in young people's lives to be more effective support for them.

### **Preparation for Further Education and Working Life:**

The students are prepared for this through participation in various modules and activities during the school year such as:

- Work Experience in Transition Year - The student learns valuable skills for work and gains insight into their own career preferences.
- Psychometric testing - These tests guide the student towards their specific strengths and help them to pinpoint suitable careers.
- Mock Interviews - The students go through a mock interview process and gain valuable feedback on the interview.
- Careers Evening - A variety of professional guests are invited to the school. The students get the opportunity to sit and talk with them and achieve beneficial insight into their career path and what those particular roles entail.
- Careers Modules -The students cover topics such as career investigation, college courses, career interests etc.



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## Referral Services (Personal/Social)

Students will on occasion be referred to the guidance counsellor for support or intervention. Appointment slips are issued to verify appointments and time of return to class. The Teresian School operates an “Open Door” policy and referrals may be as follows;

- Tutor/Junior/Senior Dean/Parent referral
- Self-referral
- Referral from the pastoral care team
- Counsellor referral to an outside agency for specialist help

## Pastoral Care Officer:

With the pastoral care team, the pastoral care officer promotes and addresses academic progress and challenges, the physical, social, emotional and spiritual wellbeing of each student and all members of the school community.

The Pastoral Care Officer has a responsibility for communicating knowledge and enhancing the celebration of the Teresian identity

The Pastoral Care Officer engages in activities and liturgical celebrations that raise awareness and commitment to the vision / mission of the Teresian Association (TA) including ecumenical and interfaith services

The Pastoral Care Officer also meets students and provides them with a listening space.

## The Anti-Bullying Coordinator:

The Anti-Bullying Coordinator empowers students and staff to change the attitudes, behaviours and cultures of bullying by building skills and confidence to address difficult situations.

## Special Educational Needs Co-ordinator:

The Special Educational Needs Co-ordinator liaises with a range of internal school services, Department of Educational and Skills personnel and external agencies in order to access additional support for students with special educational needs. In particular, the Co-ordinator links with:

- The School Management Team
- Educational Psychologists
- Occupational Therapists
- Speech and Language Therapists



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In addition, the coordinator liaises with the parents of incoming first years and the parents of students with additional needs in the school setting

## **Teachers of S.P.H.E. and Religious Education:**

The practice of pastoral care is incorporated into the teaching style and classroom management of each teacher in our school. Class tutors deliver the Social, Personal and Health Education programme to First, Second and Third Years (their tutor groups). S.P.H.E. is a core area of our school life and its link to pastoral care is clear. The S.P.H.E. class provides an opportunity for class tutors to build a relationship with their tutor group of students.

The Teresian School welcomes students from all nationalities and all denominations and none. The ethos of the school is one which respects every individual in the school community, promotes an environment which enhances self-esteem and endeavours to develop the talents and aptitudes of every student.

Our school offers Religious Education as a non-exam subject at Junior Cycle and Senior Cycle. The aim of religious education in The Teresian School is to promote the educational, moral, religious and spiritual development of our students. Religious Education is therefore an integral part of the broader pastoral care of our students.

## **Department of Education and Skills Programmes which integrate Pastoral Care**

The Teresian School delivers the following Department of Education and Skills Programmes which integrate into the school's pastoral care policy:

- Social, Personal and Health Education (First Year – Third Year)
- RSE
- Senior Cycle Religious Education
- Guidance Programme

## **Pastoral Care links with Social, Personal and Health Education:**

S.P.H.E. is a three year programme delivered to First, Second and Third Year students.

The aims of the S.P.H.E. programme are as follows:

- To add to the creation of a school community which promotes good relationships and mutual respect and which encourages personal development



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- To focus on the development of each student's feelings of self-worth and self confidence
- To provide opportunities for reflection and discussion
- To assist students in developing a critical understanding of influences in their world, from the media, their peers and people in the home, school and community
- To prepare our students for a constructive and fulfilling role in their community and society
- To promote physical, mental, emotional and spiritual well-being
- To develop healthy attitudes, beliefs and values about sexual identities, relationships and intimacy

The S.P.H.E. programme is an integral part of the whole school pastoral care of our students.

## **Pastoral Procedures: Information, Communication, Collaboration**

### **The Teresian School Support Team:**

The Teresian School Support Team is led by the Principal. The role of the Support Team is to bring together all the support services of the school to review how the school community is responding to overall needs of each member of the school community but in particular the student and even more specifically those students with additional needs.

The core members of the Support Team are:

Principal / Deputy Principal

Guidance Counsellor

Junior and Senior Dean

Pastoral Care Officer

SEN Co-ordinator

Anti-bullying Coordinator

Secondary School Secretary

The Support team works in close partnership with the Class Tutors. The Support Team is there as a resource to the school community around how the school is caring for the holistic needs of



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its students, particularly through an integration of all the support services on offer. The team is a concrete expression of the school's ethos of care for the whole development of the student. It is the coming together of key personnel who in turn have a team supporting them such as the SPHE team and Class Tutors

The Support Team of The Teresian School provides a forum for all these personnel to share information, consider issues of common concern, provide concrete support for each other, and make proposals for action in agreed areas. In particular, the Support Team is a forum where the School Management team, Guidance Counsellor, School Deans and SEN Co-ordinator link and co-ordinate services or collectively make a decision to refer/link in with outside agencies. This work can significantly support the school's core personnel.

## **Linking with Agencies outside of School**

The Teresian School staff link with agencies outside of school when the need arises as part of the pastoral care in the school. The Principal, Guidance Counsellor and the Support Team may decide that a referral to an agency outside of school is in a particular student's best interest. In such a situation, parents are contacted and the proposed referral is discussed with them.

The agencies that The Teresian School liaise with are inclusive of but not exclusive to:

- National Educational Psychological Service
- National Council for Special Education
- Medical Professionals
- Child and Adolescent Mental Health Service

## **Pastoral Care Professional Development**

The Teresian School promotes the up-skilling of all staff. In terms of the professional development in pastoral care, school management encourages teachers to undertake in-service courses offered by the Social, Personal and Health Education Support Service at Post-Primary level. Each term the schedule of courses is given to all class tutors and displayed in the staffroom. In addition to this, all updated curricular material is disseminated to staff through the Deputy Principal and all staff are encouraged to share new course materials and best practice models of pastoral care delivery.



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Policy Ratified: January 2020

To be reviewed: January 2023

Chairperson of the Board of Management: \_\_\_\_\_

Principal/Secretary to the BOM: \_\_\_\_\_

Date: \_\_\_\_\_



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## Pastoral Care Referral Form

Name of Student: \_\_\_\_\_

Year/Class: \_\_\_\_\_

Tutor: \_\_\_\_\_

Dear: \_\_\_\_\_

State how you know the student: \_\_\_\_\_

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Is it a pastoral care/learning/behavioural concern (please tick one)

Pastoral Care \_\_\_\_\_

Learning \_\_\_\_\_

Behaviour \_\_\_\_\_

Reason for concern:

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please hand to the Deputy Principal as Coordinator of the Pastoral Care Team