



## **Introduction**

The staff of Alexander Dickson strives at all times to create an environment where there is mutual respect, where each person is valued as an individual and pastoral care is an integral part of education. Each pupil will be encouraged to fulfil his moral, intellectual, spiritual, physical, social aesthetic and emotional potential. We feel it is essential for children to feel happy, contented and safe at school in order to fulfil their potential.

The Principal drafted the Pastoral Care Policy in conjunction with members of the Pastoral Care Team. Staff, governors and parents were invited to respond to the draft policy. The pastoral care team discussed all responses and any appropriate amendments were made to the policy document.

## **School Ethos**

Our ethos or atmosphere has developed as a result of the school community developing the following mission statement. The values and aims are what we hope to achieve each day.

## **Mission Statement**

Everyone will feel welcome and valued within our school community; they will be appreciated for who they are. Learning will be exciting; everyone will be encouraged to reach their full potential.

## **Values**

At Alexander Dickson we value:

1. Our happy, caring ethos, where everyone is valued
2. An attractive stimulating environment
3. Academic achievement
4. Respect for self and others, their opinions and property
5. High standards of behaviour
6. Self-discipline, accepting responsibility for ones actions
7. Honesty with self and others

## **Aims**

At Alexander Dickson we aim to:

- Provide a safe, secure, structured environment
- Provide a broad and balanced curriculum to promote the development of the whole child
- Build high self-esteem
- Develop healthy and respectful friendships
- Meet needs of the individual and encourage each child to fulfil their potential

Create a partnership with parents and others to enhance children's education

## **Equal Opportunities**

All pupils at Alexander Dickson will have access to a pastoral programme which is appropriate to their maturity. This is regardless of age, gender, culture, religion or social class.

## **Implementation of the Pastoral Programme**

The Principal and Mrs Muirhead have responsibility for the Pastoral Care Policy and programme development. All teachers are responsible for teaching aspects of the programme appropriate to the age of their pupils. It will be delivered through a range of subjects. Appendix 1 shows how and where the programme is implemented throughout the school.

The Pastoral Programme is developmental, accessible and appropriate to the maturity of the pupils. Generally it will be taught in mixed groups so that boys and girls are encouraged to work together and gain an understanding of each other's perspectives. However, in certain circumstances single gender groupings may be arranged e.g. puberty talks P6/7.

The Principal and Mrs Muirhead are responsible for co-ordinating all aspects of the pastoral care programme. Their role includes:

- Ensuring the programme is taught effectively and is appropriate to the age & maturity of the children.
- Liaising with the Board of Governors (BOG), staff, parents and outside agencies
- Attending in-service training and disseminating appropriate information / training to other members of staff.

### **Child Welfare**

The school has in place a Child Protection Policy, which is designed to ensure that all children are safe in school. There is a legal requirement upon the staff as individuals and the school in general to report potential, suspected or confirmed incidents of child abuse. The internal structure for doing so is clearly laid out in the school's child protection policy. Mr Lawther is the designated teacher and Mrs Muirhead is his deputy for child protection. Any concerns about child welfare should be addressed to Mr Lawther or Mrs Muirhead.

Where a member of staff becomes aware that a child is a 'young carer' i.e. is caring for either a sibling or an adult relative for a short or sustained length of time they should refer the matter to Mr Lawther or Mrs Muirhead. Together they will try to establish the home situation and where appropriate seek help and support for the child. 'Crossroads Care' or Social Services may be contacted. Any such matter will be dealt with sensitively however the welfare of the child is our priority.

### **Staff Welfare**

It is important that staff make time for their own wellbeing. Outside activities, not connected with teaching are valuable in allowing one to relax and unwind. It is essential that staff take time to relax during the school day. Working through lunch and morning breaks is not encouraged.

### **Specific Issues**

- Terminology  
The term 'staff' refers to all adults who play a part in the life of the school both teaching and non-teaching. Teachers will use the proper biological names for body parts. Common slang or vernacular words will be avoided.
- Status of the family  
The school acknowledges that children come from a range of home backgrounds and that all family groupings will be valued.
- Confidentiality  
Staff cannot give any guarantees of confidentiality to pupils nor can the Principal or Chair of Governors guarantee confidentiality to a member of staff. If details are revealed which could lead staff to suspect that child abuse is involved, that teacher must follow procedures outlined in the child protection policy.

- **Parental Concerns**  
The school is willing to discuss with parents concerns about any aspect of the pastoral care policy.
- **R.S.E. Programme**  
The Relationships & Sexuality Education (R.S.E.) programme will include issues such as friendships, relationships in families, personal safety, personal hygiene, physical & emotional changes at puberty. The programme will be taught to boys and girls together.
- **Resources**  
All resources whether human or material (books, video etc.) will be vetted before use. This will ensure that they are consistent with the RSE Policy and the school ethos.
- **Tolerance**  
All members of the school community will be respected and valued. Staff & pupils should allow others to hold different lifestyles/views from them in a peaceful manner.

### **Security / Visitors**

All external doors should be locked during the school day. Visitors should enter through the main front door via the intercom system. Visitors in school should sign in and wear an official visitor's badge at all times.

### **Links with other Schemes**

Refer to staff handbooks and the Pastoral Care diagram in appendix 2.

### **Dissemination of the Policy**

The policy will be given to all members of the BOG and staff. It will also be made available to all parents on request from the Principal.

### **Monitoring & Evaluating**

The Pastoral Care Team will review the policy bi-annually and update where necessary.



# Alexander Dickson Primary School

Helping Small  
people with  
BIG ideas



## Pastoral Care Policy