



## POLICY STATEMENT PASTORAL CARE

Reviewed: 2016  
Due for Review: 2020

### RATIONALE

The College endeavours to create a safe, inclusive and nurturing learning environment where the students feel encouraged and supported. We aim to develop a caring system which educates the students with a sense of family, belonging and attachment.

Our goal is to foster the development of social and interpersonal skills that enable students to work together in a safe and happy environment and to develop into well balanced and confident young people equipped to cope with the challenges and pressures of society.

Through our pastoral care system, it is hoped that all children will thrive rather than just survive. Their achievements and accomplishments will be celebrated warmly as we support the education of our students to seek connection with God, with themselves, with each other and with their environment.

### PRINCIPLES

The purpose of *Pastoral Care* at Nagle Catholic College is to:

1. **Provide an environment, a curriculum and a set of practices based on the Gospels.**

Catholic education draws from approaches that understand the school to be a community committed to the students' development as fully integrated people through educational means.

2. **Encourage students to attain the beliefs, values, attitudes, knowledge, skills and practices which will enable them to achieve their full potential as human persons.**

The College community's concern will be students' integrated development as Christian men and women – as responsible, inner-directed individuals of Christian virtue, capable of free choice and of making value judgments enlightened by a formed Christian conscience.

**3. Ensure that the care and development of each person takes place within the Catholic faith community.**

In the school, students should see Christian values actively lived, rather than merely spoken of, and experience them in sincere interpersonal relationships.

**4. Be concerned with the nurturing and well-being of all who impact on the school community.**

The school's pastoral dimension will show itself in the mutual respect, care and support administrators and staff show towards each other, as well as through the care they all show for their students. From the pastoral dimension of the total school life, students learn their own value and dignity.

**5. Seek to empower students to achieve their potential, as our gift to God.**

In the school the students will be encouraged to be responsible for their learning and to respect the right of others to learn. The school will also give the students every opportunity to experience the consequence of their actions.

## **STRUCTURE**

The structure of Pastoral Care at Nagle is fundamental to the effective delivery of the pastoral care programs offered at the College.

A group of key staff have responsibility for the pastoral care of the students at the College. The most immediate contact for the students is their Homeroom teacher or one of our seven House Leaders. Students are also able to seek the assistance of the Directors of Students who also have key roles in the academic, social and emotional well-being of the students. The Deputy Principal-Students oversees the delivery of the pastoral care programs at the College.

The College Counsellors are also an integral support mechanism for our students and are available to work with them or refer them on to outside agencies.

The Deputy Principal-Faith and Life, Vice-Principal of Teaching and Learning and the Principal oversee our educational programs and help with student formation which complement the current pastoral care programs at the College.

### The House System

The House System at the College provides an opportunity for the development of the students in areas such as social and sporting relationships. It encourages a sense of belonging and continuity as students and staff support their particular house and are supported within the house.

The vertical homerooms allow students to develop relationships with staff, their buddies and their peers. They are encouraged and aided by their home room teacher and their House Leader. Their Year 12 House Captains and Seniors also

have an important role to play with regard to peer support.

## **STUDENT CONDUCT**

The Code of Conduct is a set of behaviour guidelines drawn from the Pastoral Care Policy which seek to establish at Nagle Catholic College a harmonious environment in which true growth as individuals can occur. This is conducive to the pursuit of excellence in all fields. As would be expected in a College whose motto is 'For Others', respect for other members of the community - fellow students, staff members and visitors - is a prominent feature of our community.

### **GENERAL CONDUCT**

Respect for others is a high priority at Nagle Catholic College. Every student has an equal right to the attention of the teacher, and to enjoy the school day free from unnecessary stress and pressure. To this end it is expected that all students will treat each other in a courteous and respectful manner both in class and in their leisure activities during the day. Students can show their respect and consideration for others by being aware of the less obvious members of their classes and groups, and ensuring that they too are included in all activities.

## **1. BEHAVIOUR**

### **1.1 Classroom**

- Students must be on time and prepared for every class with the required equipment.
- Students are to line up outside the classroom and enter in a quiet and orderly manner, when invited by the teacher.
- At the beginning of each lesson students will stand at their desks and await the directions of their teacher
- Students are **not permitted to leave a class** without the permission of the teacher (teacher signature in the College Diary).
- The teacher must be allowed to teach and fellow students to concentrate and learn.
- Ideas need to be expressed appropriately and the ideas of others must be respected.
- Students need to take pride in their work and presentation.
- Classrooms are to be treated with pride, and kept clean and tidy
- Food is not to be consumed in the classroom
- Respect must be shown for school property.
- At the end of the lesson, students are to wait for the class to be dismissed by the teacher and then leave in an orderly manner.
- If students are absent from classes for any reason they are expected to access set work through SEQTA.

***Each specialist area - Library, P.E. facilities, Laboratories - has its own particular rules and regulations - students are expected to be familiar with these.***

## 1.2 Relationships with Others

A healthy, social atmosphere is a major attraction of a co-educational school. It is understood that both platonic and emotional relationships between the sexes may develop. Physical contact does not respect the social and educational norms of the College and would therefore be inappropriate.

- Any form of harassment, intimidation or bullying verbal or physical, is strictly forbidden.
- Swearing and inappropriate language are not permitted.

## 1.3 Moving Around the School

- Use pathways and keep to the left, giving adults priority at all times.
- Always move quickly and directly to each class.
- Control of voice and language must be exercised by all students.

## 1.4 During Breaks in the School Day

- Use appropriate areas for activities – oval for running around, courts for ball games.
- Refrain from inappropriate body contact – this includes among other things hugging, kissing and holding hands.
- Rough play is **not allowed** at all because of physical danger and damage to clothing.
- Avoid congregating in pathways.
- Be aware of the safety of others.
- The environment should be respected. There is to be no climbing walls and jumping off or over walls.
- Respect for others and their groups and games must be shown at all times.
- Laptops and iPads are **not to be used** during break times. These times are for socialising and eating.
- Response to the school bell must be prompt.
- No food may be eaten in classrooms or buildings unless under the direct supervision of a teacher. Chewing gum is not permitted.
- Litter must always be placed in a bin.

## 1.5 Leaving the College Grounds

- The student must receive permission from a Director of Students (note signed before school or at recess) and sign “out” upon leaving the school grounds and “in” upon returning.
- Students are not permitted to communicate with anyone at the school fence during school hours. Visitors to the school are required to collect a “Visitor’s badge” at the office to identify themselves, and state their business at the start of their visit.

## 1.6 Drugs

Whilst on the College grounds and/or at College events and/or College functions (whether on the College grounds or at other venues) students are not permitted to smoke tobacco or other drug-related products, consume alcoholic beverages, deliberately inhale solvents, possess or use prohibited drugs, possess drug-related equipment.

## 2.0 WEARING THE COLLEGE UNIFORM

The College uniform is the outward sign of membership of the Nagle Catholic College family. Students have a responsibility to wear the uniform correctly and neatly.

- The uniform is to be clean, neatly pressed and worn in its entirety at all times. Shoes are to be polished.
- An explanatory note from a parent, given to one of the Deputy Principals, is required if full school uniform is unable to be worn at any time.

*Refer to College Hair and Uniform Policies for more detail.*

## 3.1 STUDENTS DRIVING TO SCHOOL

Any student, of legal driving age, who intends to drive to and park in the College grounds, must comply with the College policy and is required to complete the Parent Permission and Student Driver Agreement Form.

- Students are required to adhere to all road rules and drive in a safe and responsible manner.
- Students are only to use their car or moped for travelling to and from the College or College events and are not permitted under any circumstances to drive from the College grounds during the school day.
- Students must provide the College with car or scooter model and registration details.
- Students may only park in the designated student parking areas.
- Students are not permitted to carry other students as passengers to and from school without the written permission of their parent/guardian and the passenger's parent/guardian.
- Students are required to notify the College of any passenger who may be travelling with them to and from school.
- Student drivers, a parent/guardian and, if relevant, the parent/guardian of any passenger, must sign the **Parent Permission and Student Agreement Form** and all documentation is to be given to the Deputy Principal-Students prior to using the College student carpark.

## 4.1 LOCKERS

- Students are not permitted to return to lockers during class time. The only exception is for returning from Sport classes to collect laptops.

- Food is not to be eaten in the locker areas.
- A student is not to access or tamper with another student's locker.
- A locker needs to be kept locked at all times with the College padlock so that valuables are kept secure.
- Students are not allowed to access a locker that is not their own.
- No student should be in a locker area unless books are being collected.
  - Books for Periods 1, 2 and 3 are to be collected from lockers before Home Room
  - Books for Periods 4 and 5 are to be collected from lockers at recess
  - Books for Periods 6 are to be collected from lockers at lunch

### **5.1 INTERNET, EMAIL, CONEQT AND NETWORK USE**

- Students must read and adhere to the **Acceptable Use of IT Policy**. It can be found on the College website.
- Students are responsible for their actions when using ICT.
- Email addresses (@ncc.wa.edu.au) belong to the College and are not to be used for Social Media.

### **6.1 USE OF PRIVATE ELECTRONIC DEVICES**

- The use of private electronic devices is not permitted at the College between the hours of 8.15 am and 3.15 pm.

**To encourage students to adhere to the Code of Conduct the following incentives are utilised:**

- Certificates of Commendation ('Goldy') for academic and pastoral achievement.
- Recognition within House (eg at Full House Meeting).
- The Bulletin.
- The College Newsletter.
- School reports.
- The College website.
- Year Level Meetings
- Assembly.
- Positive Affirmations in SEQTA

**When students fail to adhere to the Code of Conduct:**

- Notifications are issued for academic and pastoral concerns.
- Lunch Time Detention ~ for more serious misdemeanours
- Withdrawal from class
- After School Detention
- In School Suspension
- External Suspension

**SCHOOL  
POLICIES  
AND  
PASTORAL  
CARE**

Pastoral Care at Nagle Catholic College is concerned with enhancing the dignity of the human person within a Catholic faith community. All our policies should reflect the Principles of Pastoral Care. The following is a summary of the policies and procedures which the College has in place to promote pastoral care:

- Student Code of Conduct
- Behaviour Management Policy
- Uniform Policy
- Private Electronic Device Policy
- ICT Policy
- Drug Policy
- Harassment, Bullying and Discrimination of Students Policy
- Crisis Management Plan
- School Trips-Interstate and Overseas Policy
- School Camps and Excursions-State Based Policy
- Attendance Procedures
- Home Study Guide