



Pastoral Policy

2019-20

The pastoral system at Hollygirt exists to provide pupils with the moral framework necessary to identify and satisfy their physical, social and spiritual needs. We aim to cater for each individual pupil's needs in a supportive environment.

When a pupil enters Hollygirt, they are placed in a form and have immediate access to a Form Tutor/Class Teacher. In the Junior School, pupils change Class Teacher each year. In Senior School pupils are placed in a year based tutor group. They are also placed in a house and remain in the same house until the end of Year 11. Junior School pupils in Years 1 to 6 are placed in a vertical 'house'.

Each Form elects a Form Captain who is responsible to the Form Tutor for the day to day running of the form. A School Forum Representative is elected from each form to provide a wider forum for the pupils' views, and this aims to meet twice a term.

Registration provides daily contact for all years. For teaching purposes, the four houses usually become two groups: Clumber and Rufford (A) / Thoresby and Welbeck (B). In all years there is a Personal Social and Health Education component to this programme (Issues) and this is augmented by Careers Education and Guidance.

A pupil's academic welfare is supported by the Form Tutor, reports and parents evenings. The SENDCO/Head of Pupil Support helps pupils with any organisational matters should they require extra help.

Referral

Any teacher suspecting a pastoral problem must speak to the Senior Teacher (Pastoral) who will in turn investigate the situation and discuss the issues with relevant staff.

If the situation warrants, the Senior Teacher (Pastoral) or Junior School Deputy Head will consult with the Deputy Head as to the best course of action and, if necessary, parents will be contacted or an appointment made.

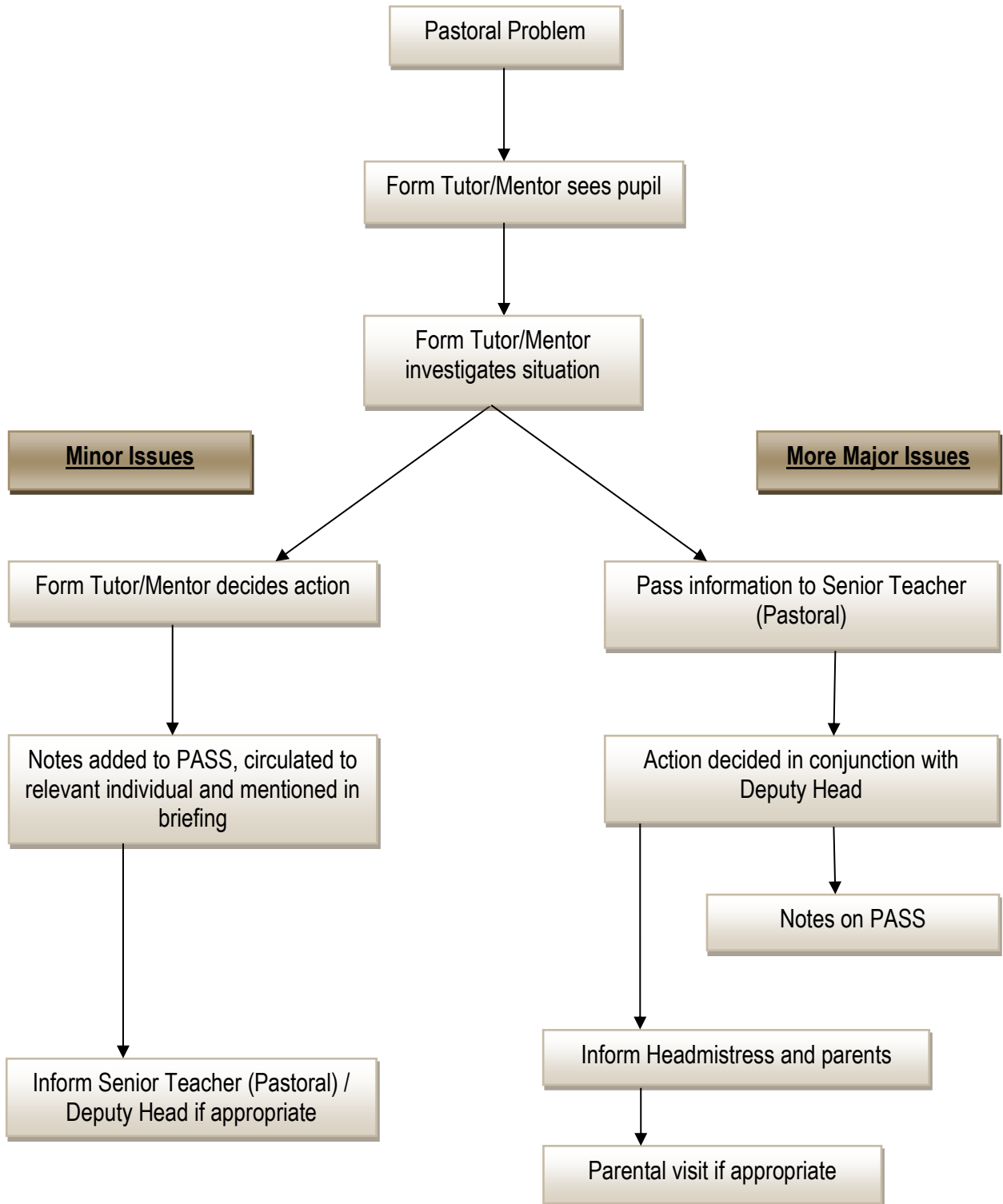
All relevant information is recorded on the school's management information system. Where appropriate the Deputy Head and/or the Special Needs Coordinator will be informed. The pupil's Form Tutor will be kept fully informed of all developments when appropriate.

If necessary, external agencies will be involved or recommended.

Other Relevant Policies

- Personal, Social and Health Education Policy
- Safeguarding Policy
- Sex Education Policy
- Religious Studies Policy

DEALING WITH PASTORAL PROBLEMS



PASTORAL SYSTEM

