



Pastoral policy

Mission Statement

Our girls will change the world

- We are a Catholic community inspired by the vision of our founders and passionate about shaping a better future.
- We empower pupils with outstanding results, a love of learning and an alternative way of thinking.
- Augustinians are ethical leaders sowing joy, truth and courage.
- In this school freedom and generosity of spirit flourish. We seek a sustainable and prosperous future for all the world's communities.
- We cherish love for our neighbour, welcoming different faiths and cultures. Learning through dialogue we have hearts open to the whole world.

Equality Statement

At St Augustine's Priory we are committed to ensuring equality of education and opportunity for all pupils, staff, parents and carers receiving services from the school, irrespective of race, gender, disability, religion or socio-economic background. We aim to develop a culture of inclusion and diversity in which all those connected with the school feel proud of their identity and able to participate fully in school life. To that end we embrace the RADIO toolkit to equip all members of our community with the skills to participate in building a respectful culture.

Policy Statement

It is our central aim that each pupil at St Augustine's Priory feels known, supported, confident and encouraged to be their best self as part of our education of the whole person. It therefore applies to all children and young people in the Seniors, Preps and Pre-Preps. We are named after St Augustine who said that we learn best when we are happy. We see pastoral care and academic life as intertwined.

All staff and pupils have a responsibility for the happiness and well-being of each other, as well as making St Augustine's Priory a fully inclusive community. Our values are embedded in everything we do and are the foundation of our excellent pastoral care: love of learning, integrity and truth, freedom of spirit, courage and community guided by the Holy Spirit. Our school motto is Veritas (truth); we don't have difficult conversations, we have Veritas conversations.

Pastoral Staff Roles

Heads of Year/Director of Priory Sixth (Seniors)

The role of the Head of Year/Director of Priory Sixth is to support the Form Teacher/Form Tutor, deal with issues which relate to the whole cohort, arrange consultation meetings, and deal with problems which are more serious than day to day issues which form teachers/tutors are expected to manage as a matter of course. Many have Mental Health First Aid training. The Heads of Year/Director of Priory Sixth meet fortnightly with the Deputy Head Pastoral (Seniors), Mental Health Lead, SENCO and school nurse as a group to consider major issues, formulate policy and discuss the welfare of particular girls within their year group. Heads of Year/Director of Priory Sixth chair fortnightly meetings with their form teacher/tutor team to contribute ideas, monitor progress and development of the year group and share ideas on the management of specific issues or individuals. Prep and Pre-Prep staff meet weekly to discuss each pupil in the school. We routinely look for patterns and trends to ensure our work is high impact.

Form Teachers/Tutors

The tutorial system is integral in managing the whole academic and pastoral well-being of individual pupils

RADIO R – Respect - A - Active listening - D - Dialogue not debate - I - Where am I in this? - O - Oops/Ouch



across the whole school. Form teachers, and form tutors in Priory Sixth, are pupils' first port of call every morning; they are expected to build up a full picture of each pupil in their form group and to act as advocates, mentors and role models for all pupils. Each form in the Seniors has at least two form teachers who co-share duties and responsibilities. In Priory Sixth, there is usually one form tutor working with a smaller group of pupils. One form teacher is allocated to each Preps and Pre-Preps form, and in the Pre-Preps each form has a dedicated teaching assistant. Pre-Preps and Preps form teachers work very closely with the Head of Preps and Pre-Preps.

The main responsibility of the form teacher/tutor is to help pupils make the most of their abilities by monitoring their holistic progress and providing guidance and support. Form teachers/tutors help maintain and monitor pupils' motivation and help girls become reflective and resilient practitioners. Form teachers register pupils twice daily, monitor Pulse Check ins, Merit Marks and House Points, warnings and other serious sanctions and communicate with parents when necessary. They are asked to be alert to patterns of behaviour and attendance and to be alert to early signs of a pupil who is struggling.

Other Pastoral Staff

The school has a full time on site mental health lead who is a fully trained counsellor offering drop in and scheduled sessions for our students.

We have a dedicated school nurse who is on site from 8:00am - 4:00pm daily during term time. The nurse plays a key role in supporting pupils and communicating with the pastoral team about individual girls. She will also provide support and information for staff and parents when girls have particular conditions which require previous knowledge or awareness.

The pastoral team can also recommend private therapists and counsellors who we have a close working relationship with.

The SENCO works closely with both pastoral and academic staff to support all pupils with any additional learning needs.

All pastoral staff meet regularly with the DSL and DDSs.

Partnership with Parents / Carers

At St Augustine's Priory we are proud of the pastoral care which we offer to all our girls and families where we place the girls firmly at the heart of everything we do. We will always endeavour to put the girls voice at the centre of our processes undertaking active listening and helping support families where it is required.

When supporting families who have been separated, we try to remain impartial, and provide a balanced and professional view to help support your daughter. We aim to provide both parents with the communication they require to support their daughter. We deal with how the girl is presenting in school and what she needs on a day-to-day basis moving forwards.

We recommend if communication between parties is an ongoing issue, that mediation such as SAFE in Ealing is a good route to allow a common ground to be met which puts your daughter at the heart of all decisions, keeping communication positive and constructive.

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House System

On admission, every pupil is allocated one of the four Houses – St George, St Michael, St Gabriel and St Raphael. The House system is used to develop strong community relationships between pupils across the whole school, such as during House events and competitions (Feast Day, Charities Week, Sports Day).

PSHEE and RSE

The PSHEE programme aims to be relevant, up to date, challenging, coherent and appropriate for the specific phase of the school. The PSHEE programme includes sessions and advice on all aspect of the pupils' welfare, including the importance of healthy eating and exercise, online safety, relationships education (Preps and Pre-Preps), relationships and sex education (Seniors) and economic education. All teaching on relationships and sex education meets statutory requirements from September 2020 and is fully in line with our Catholic ethos.

Other Pastoral Support

- We have a 'Big Sister, Little Sister' pastoral care system set up to pair all Year 7 pupils with a 'big sister' in Priory Sixth to help with transition into Seniors.
- Buddy and peer mentoring systems are in place throughout the school.
- We also have a dedicated pastoral space in our meadow called 'The Sanctuary' where pastoral intervention takes place on a daily basis.
- Dedicated software called PULSE for pupils to check in weekly with how they are feeling. This can help conversations where pupils find it difficult to ask for help.
- Forensic monitoring software to keep our pupils safe from online harm.
- All pupils in Preps and Seniors have a daily planner with pastoral pages and information about how to keep safe and how to report incidents, including bullying, racist incidents or peer-on-peer abuse.
- Preps and Senior school council reps from each form are voted at the beginning of each academic year and the school council is the opportunity for pupils to give voice to issues and concerns they may have in a safe and supportive environment.
- We have also established an Inclusion Committee
- All staff are trained to log concerns and deal with pastoral issues as they arise, giving bespoke pastoral support to each individual.
- We have an array of ways in which we set out to be a listening school which includes our Inclusion Committee, Student Council and Trusted Friend programme.



Other Relevant Policies

- Safeguarding policy, including Prevent, Missing Child
- Promoting Good Behaviour policy/EYFS Behaviour policy
- Anti-bullying policy
- SEND and EAL policy
- Mental Health policy
- Acceptable Use policy and Digital Responsibility (formally e-safety) policy
- Pupils with Special Educational Needs and Disabilities policy
- PSHEE policy
- RSE policy
- EYFS Personal Care policy
- Digital Responsibility Policy

Policy reviewed: October 2024

Next review: October 2025



APPENDIX

Further Pastoral Support

- [Childline](#) – call 0800 1111
- [Mind](#) – call 0300 123 3393
- [Samaritans](#) – call 116 123 or email jo@samaritans.org
- Or call NHS 111 or your GP – they can assist in providing the [mental health support](#) you may need
- Young Minds <https://youngminds.org.uk/contact-us/>
- Karma Nirvana www.karmanirvana.org.uk – supports individuals facing forced marriage
- Kooth <https://www.kooth.com/> - free confidential online support for mental wellbeing
- NHS Think Ninja <https://www.nhs.uk/apps-library/thinkninja> - mental health app with practical tips for wellbeing and mindfulness
- Anna Freud Centre <https://www.annafreud.org/on-my-mind/self-care/>
- [Shout](#)
- <https://www.nhs.uk/service-search/mental-health/find-an-urgent-mental-health-helpline>