## Pastoral Care Policy

While all teachers are responsible for the wellbeing of all students enrolled at the school as part of their Duty of Care, each teacher has a group of children for whom they are particularly responsible beyond the normal academic and class activities.

This Pastoral Care responsibility involves:

- Having an overall awareness of the child’s physical, social, emotional and academic progress.
- Liaising with the child’s other teachers to advise them of relevant issues and keep track of any new developments.
- Being alert to any social or emotional problems the child may be experiencing at school or at home.
- Creating an environment where the child feels comfortable coming to you for help or advice.
- Being willing to listen, offer advice, moral support and understanding and if necessary, organise specialist assistance.
- Developing an open communication with the parents which encourages them to come to you if they have concerns and allows you to approach them with any concerns you may have.
- Reporting to parents at the yearly parent interview.
- Bringing any serious or on-going concerns to the Principal.

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<th>Policy Name</th>
<th>Pastoral Care Policy</th>
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| Related Policies and Legislation | Duty of Care Policy  
Risk Management |
| Policy Category | Student Wellbeing & Safety |
| Relevant Audience | All Treetops Community |
| Date of Issue / Last Revision | 02 June 2011  
19 May 2015 – Re-Formatted |
| Date Set for Review | June 2016 |
| Person/s Responsible for Review | Treetops Administration |
Decisions regarding who has pastoral care for which students are made on the following criteria:
- siblings staying together
- age balance
- gender balance
- fair/equal numbers
- friendship groups
- what is in the best interest of the rest of the children in that pastoral group.