

PASTORAL CARE POLICY

Updated August 2022

Every student deserves to be safe, happy and to feel that they belong in their school. Knowing every girl is central to our pastoral approach, and it is imperative to us that each and every student has the best experience that she can, during her time with us at Shrewsbury High School.

Our whole school pastoral ethos is to encourage our students to be fully themselves, aim high with their choices and aspirations, and to be a thriving member of our community. To this end, our pastoral programme is called “Climb” to reflect our place in the heart of the Shropshire hills. Climb is our metaphor for pushing “onwards and upwards”; socially, emotionally, and spiritually in conjunction with their excellent academic studies.

At the heart of Climb, we know that happy students perform better, and for our girls to perform to their full potential, they need to feel secure and be heard. We aim to create a climate that promotes moral integrity, character, and kindness to others. This pastoral vision threads through all our work in school – and all staff are pastoral staff.

The aims of our SHS Climb pastoral care provision are to:

1. Foster an atmosphere in which conversations are open, students are listened to, and students are guided to identify and achieve their aspirations
2. Offer a specialised education for girls to thrive and succeed – not be fazed by gender stereotypes
3. Encourage students to show their character, to be learners who use initiative, adaptability; to have the conceptual agility to explore being a young person in 2022 with creativity whilst respecting the diversity of other perspectives
4. Provide a broad and enriching curriculum that supports a balanced approach to school and the world beyond, enabling the girls to develop a healthy outlook and tackle life’s challenges head on
5. Create an outward-looking community within which all individuals are valued, and their talents and personality are celebrated
6. Enable girls to develop the skills that lead to life-long relationships within school and across the GDST, benefitting from the wealth of experience of our alumnae, parents, and the local community
7. Create an environment where inspirational teaching (including through Climb time and pastoral sessions) encourages intellectual curiosity and depth of knowledge

PASTORAL ORGANISATION

The system of pastoral care is made up of the following elements:

Teaching staff

All teachers share responsibility for the pastoral care of pupils through their interest in and encouragement of every student, irrespective of their level of ability. Staff will provide time to give individual help both in the classroom and, where applicable, outside the classroom when difficulties arise.



SHREWSBURY
HIGH SCHOOL

GDST
GIRLS' DAY SCHOOL TRUST

PASTORAL CARE POLICY

Updated August 2022

Tutor/Form tutor care

The form teacher or tutor is the key relationship for each student and will see each student every day. The tutors at SHS pride themselves on knowing each individual in his/her form, and that there are strong relationships in the group which are professional, respectful, friendly, and supportive.

The tutor is responsible for the academic progress and personal development of his/her form through the leadership of the Head of Stage. Tutors will respond promptly to enquiries from parents, via email or telephone call.

Co-tutors are linked to every year group, to provide pastoral mentoring and support alongside the lead tutor for the form.

Pastoral leadership

The pastoral leadership of each year group in the school is via the Head of Stage at senior school and via the Assistant Head teacher at the junior school – please see their details below:

Ms J Shenton	Head of Stage – Lower School	j.shenton@shr.gdst.net
Mr R Allen	Head of Stage - Year 9	r.allen@shr.gdst.net
Mrs C Anthony	Head of Stage – Middle School	c.anthony@shr.gdst.net
Mrs R Sadd	Deputy Director of Sixth form and DDSL	r.sadd@shr.gdst.net
Mr J Allan	Director of Sixth form	j.allan@shr.gdst.net
Mr S Blenkinsop	Assistant Head teacher – Pastoral and DDSL	s.j.blenkinsop@shr.gdst.net

The Heads of Stage play a pivotal role in pastoral care through maintaining an overview of students, inspiring the students in their care, and supporting their wellbeing. They support the work of form tutors and departments and respond to students' needs as they arise by liaising with and talking to students, tutors, subject staff and, where appropriate, parents.

Heads of Stage are available to discuss any family matters, which may have a more serious effect on the work, behaviour, or emotional wellbeing of your child. These can also be raised with the Deputy Head teachers, especially if they are of a confidential or sensitive nature.

Please call the front office directly to arrange this – on 01743 494000 or email

enquiries@shr.gdst.net Mr. D. Payne, our Senior Deputy Head teacher, can be reached on d.payne@shr.gdst.net *The Deputy Head teacher Pastoral will commence post from January 2023.*

The School Nurse

Pupils may be referred, or independently make an appointment, to see the School Nurse, Mrs. Susan Livesey (s.livesey@shr.gdst.net). If a student feels unwell during the school day, she should see the school nurse who will assess the pupil's condition, inform the form tutor and if necessary, decide to send the pupil home. The nurse will also conduct health checks during school time.

The School Counsellor

Mrs. Rosie Fraser-Andrews is our School Counsellor and students will be offered appointments with the School Counsellor via their Head of Stage and are also able



SHREWSBURY
HIGH SCHOOL

GDST
GIRLS' DAY SCHOOL TRUST

PASTORAL CARE POLICY

Updated August 2022

to self-refer for support. If you would like further information, please contact Mrs Fraser Andrews directly (r.fraser-andrews@shr.gdst.net) or your child's form tutor.

Induction for new students

It is vital that for our all new students there is a comprehensive Induction process which supports their start at SHS. Heads of Stage, AH at Juniors, senior form tutors and junior class teachers take a lead role in providing this support. In addition, please see the area on the school website here [Induction Documents and Information](#) for full details and links.

The Climb Pastoral Curriculum

Climb is delivered through pastoral tutor times, assemblies, stage or year group meetings, peer and subject mentoring sessions and off timetable workshops for example. It includes some of the PSHE delivery, in addition that embedded within the Period X sessions. Climb time is led by the Heads of Stage and Assistant Head at Juniors, and for RE/RSE/PSHE they work under the direction of the Head of PSHE/Junior PSHE Coordinator.

Peer and Subject Mentoring, and House Events

Every student will be provided with the opportunity throughout their time at SHS to work with peer and subject mentors. Sixth form leaders will organise and lead student sessions on a variety of academic and pastoral themes. This is an excellent opportunity for students to work together across year groups, in addition to House Events.

PSHE

Shrewsbury High School takes its responsibility to provide relevant, effective and responsible Relationships and Sex Education (RSE) to all its pupils as part of the school's personal, social, health and economic education curriculum (PSHE) very seriously. At our school we want parents and pupils to feel assured that sex education will be delivered at a level appropriate to both age and development of pupils. This teaching is not intended to replace advice or guidance which is ideally received at home, but to supplement and broaden knowledge and understanding. *For further details, please see the PSHE and RE/RSE school policies.*

Engagement in activities

All students are encouraged to become involved in a range of extra-curricular activities and to actively participate in House events, including drama and sport. These activities foster and support the pastoral care system for they enable students to make friends across year groups and help in the development of particular skills so that students can contribute to the life of the school in a variety of significant ways.

Communication

Good communication between home and school is extremely important to supporting our children and young people. Parents are encouraged to reach out to their child's class teacher or form tutor in the first instance, via email or telephone. Our school front office colleagues are always available to help you to find the right person to answer your query, and can be contacted via the main telephone number – 01743 494000, or via email to enquiries@shr.gdst.net The tutor will endeavour to respond within 24 hours and within the working day. Heads of Stage are available for all elements of pastoral care.



SHREWSBURY
HIGH SCHOOL

G D S T
GIRLS' DAY SCHOOL TRUST

PASTORAL CARE POLICY

Updated August 2022

To discuss academic progress, parents' evenings are held once a year and a scheduled system of grade cards and reports is in place to ensure very regular reporting to parents. A weekly newsletter, which keeps parents informed of forthcoming activities, is emailed home via a link each week.

Parents are invited to let the School know of any change in family circumstances which could have a serious effect on the work, behaviour or emotional well being of their son/daughter such as separation, marital breakdown, serious illness within the family, bereavement, father/mother working away from the area etc. An established procedure exists for parents to contact the school about any matter of concern.

Internal Communication on Pastoral Concerns

Heads of Stage meet fortnightly with the Deputy Head Pastoral (*this will be with the Senior Deputy Head for the Autumn term 2022*). Head of Stage Pastoral Committee meetings are held every half term to discuss and share concerns on individual students with reference to their academic progress and personal well being. Head of Stage meet with the form tutors in their sections half termly for year group meetings, and regularly on an individual basis, to discuss pastoral provision and plan together for the students in their care.

Records are kept in school on safeguarding and pastoral support via CPOMS, a secure online system. These are confidential and access is limited to the appropriate members of the pastoral team, in order to provide the right help, at the right time.

The School Councils (including the Learning Council, Diversity and Inclusion Committee and Eco-Committee, for example) provide opportunities for students to make suggestions on ways to enhance the shared experiences of the school community and creates a moral climate that promotes talking, listening to, and supporting each other.

These channels of communication are an essential part of the Pastoral Care System. Guidelines on confidentiality provide that a student must be informed that whilst her confidence will be respected, in cases where there is considered to be a threat or risk to her safety and well being, information must be passed on to the appropriate person.

Suspicions of child abuse, substance abuse, or medical concerns, **must always be passed on** to the Head or, in their absence, the Deputy Head Pastoral.

This policy is an overview, and should be viewed in conjunction with the:

- *Positive Mental Health Policy*
- *SHS Safeguarding Policy*
- *SHS Safeguarding Procedures*
- *Anti-Bullying Policy*
- *Anti-bullying Policy Annex – Cyber bullying*
- *Undivided Charter for GDST*
- *Expectations for good conduct for students*
- *Behaviour and Good Conduct Policy*
- *Online Safety Policy*
- *Parent Handbook – Senior and Junior,*
- *Bereavement Policy*



SHREWSBURY
HIGH SCHOOL

GDST
GIRLS' DAY SCHOOL TRUST