

Mount Lourdes Grammar School  
Enniskillen



Information for Parents

Pastoral Care  
&  
Safeguarding/Child Protection

## **Pastoral Care**

**The Pastoral Curriculum in Mount Lourdes is designed to assist the personal development of each student in order that she may take full advantage of the opportunities offered to her in school and be prepared for adult life.**

- ◆ In Mount Lourdes we aim to create and maintain a pastoral environment in which the needs of the individual student are recognised. An attitude of self-discipline and responsibility for one's own actions is encouraged and a sense of self-worth is fostered.
- ◆ The school places emphasis on the development of positive relationships and respect between all staff and students.
- ◆ Every teacher in Mount Lourdes has a pastoral role, but the responsibility for the specialised focus is carried by the Senior Teacher in charge of Pastoral Care (Mrs Rice) and a Pastoral Team.
- ◆ The Head of Year oversees the general welfare of all students in the Year Group.
- ◆ Each student is assigned to a Form Teacher who delivers the school's Learning for Life and Work Programme. This enables the teacher to establish a close working relationship with a small group of students, and so allows for the development of trust and support within the form group.

- ◆ The Personal Development strand of Learning for Life and Work is designed to meet the developing needs of students in Years 8 - 14. There is progression in the curriculum across the Key Stages and the areas covered include:

Careers Education

Drugs Education

Forming and Sustaining Friendships

Health Education

Managing Change and Conflict

Personal Safety including Online Safety

Progress File

Relationships and Sexuality Education

Resilience Building

Rights and Responsibilities

Self-Awareness/Assertiveness

Study Skills

- ◆ Year 14 students are trained as peer tutors, anti-bullying mentors and senior prefects and so assist with the creation and maintenance of a supportive and safe environment for all students.
- ◆ We avail of the support and advice of external agencies when necessary. These include the Education Welfare Officer, Medical Services, Social Services, School Chaplain and a Counselling Service (Family Works) funded by the Department of Education.

## **Child Protection**

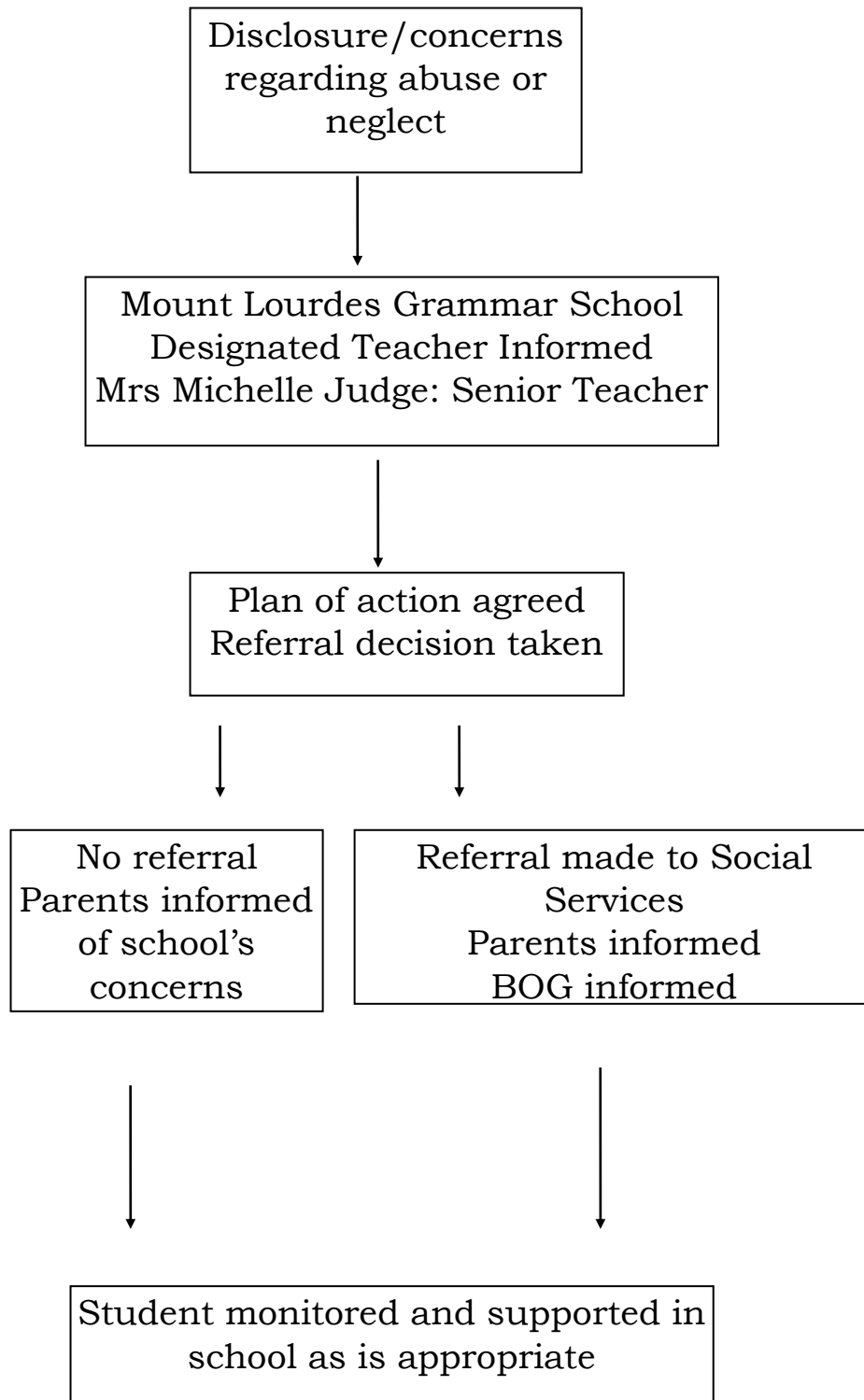
**Your daughter's welfare is our concern. Members of staff in Mount Lourdes accept a pastoral responsibility towards all students and recognise that all young people in our care have a fundamental right to be protected from harm. They aim to do whatever is reasonable to safeguard and promote each student's safety and well-being.**

**Our Safeguarding Policy sets out our legal duties and pastoral responsibilities in this area.**

- ◆ We aim to protect the students in our care by ensuring that all personnel have clear guidance on the detection and management of situations where abuse or neglect of a young person is suspected.
- ◆ In all their contact with students, members of staff follow the guidance and procedures described in the DENI publication 2017/04 ***Safeguarding and Child Protection in Schools: A Guide for Schools.***
- ◆ A student's safety may be compromised as a result of neglect, physical, sexual or emotional abuse and self-harming behaviour.
- ◆ In ***all*** cases of suspected child abuse and self harm, we will inform Social Services, the Education Authority, Western Region and the Chairperson of the Board of Governors. The school will ***not*** be involved in investigating the suspected abuse.

- ◆ In all cases where concerns are referred to Social Services, the student's parents will be informed, except when there is concern that so doing would put the young person at further risk of harm.
- ◆ We acknowledge the right to confidentiality for students, parents and staff. However, where abuse is alleged no promise of confidentiality can be given by any member of staff. ***Information will only be shared in the interest of the young person's welfare.***

# Summary of Procedures

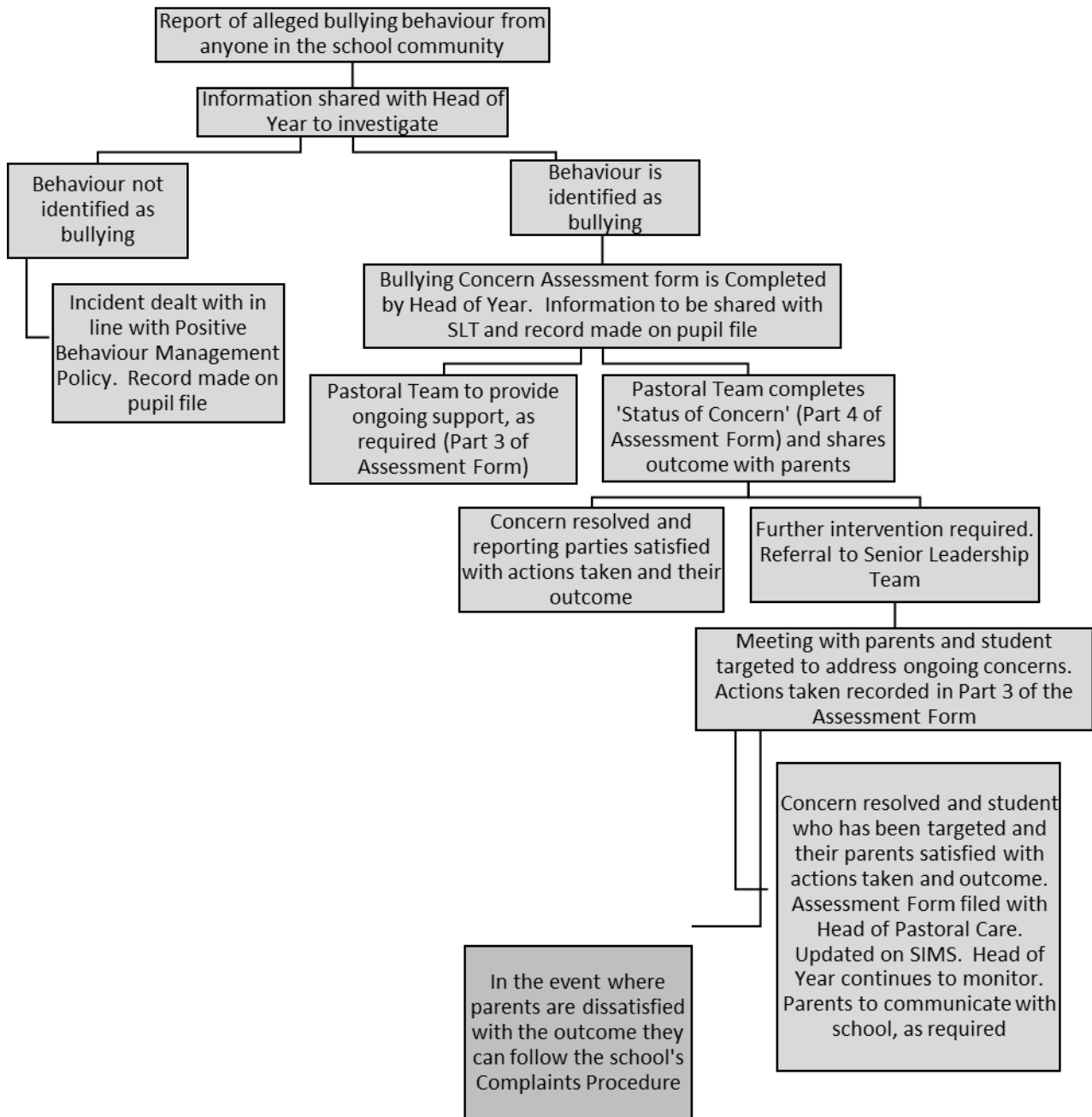


## **Anti-Bullying Policy and Procedures**

### **Our Anti-Bullying Policy sets out our legal duties and pastoral responsibilities in this area.**

- ◆ The school aims to create a community atmosphere where each student and member of staff is respected as a person of importance and in which our positive behaviour expectations are explicit.
- ◆ Bullying behaviour in any form is contrary to the school's ethos and positive behaviour expectations.
- ◆ In all their contact with students, members of staff follow the statutory requirements as laid out under the Addressing Bullying in Schools Act 2016.
- ◆ Any reports of bullying concerns received from pupils and/or parents/ guardians will be responded to in line with our school policy.
- ◆ Where a student's bullying behaviour is persistent and defies attempts by the school to address it satisfactorily by behaviour management strategies within a reasonable time frame, the Safeguarding Procedures will be implemented.

# Summary of Procedures





## **Partnership with Parents**

**In Mount Lourdes, we aim to work in partnership with parents/guardians in the promotion of the overall good of the student. To this end the school values and actively encourages communication with parents:**

- ◆ The school undertakes to inform parents if there are serious concerns relating to their daughter's attendance, behaviour or progress.
- ◆ We encourage parents to attend the annual parent-teacher meeting.
- ◆ Parents are encouraged to contact the school if they have concerns about any aspect of their daughter's education or welfare. An appointment can be made by telephoning the school to request a meeting with one or more of the following members of staff:
  - \* Form Teacher/Subject Teacher
  - \* Head of Year/Head of Department/Head of Key Stage
  - \* Senior Teacher in charge of Pastoral Care
  - \* Vice-Principal
  - \* Principal

## **What can I do if I have a Potential Child Protection/Safeguarding Concern?**

- I can talk to the Form Teacher/Head of Year.
- If I am still concerned, I can talk to the Designated/Deputy Designated Teacher for Child Protection.
- If I am still concerned, I can talk/write to the Chair of Board of Governors: Monsignor Peter O'Reilly
- If I am still concerned I can contact the NI Public Services Ombudsman. (Tel: 0800 343 424)
- At any time, I can talk to the local Children's Services Gateway Team (028 71314090) or the PSNI Central Referral Unit at (02890259299)

## **Safeguarding Team**

The school has a safeguarding team in place. The team meets at least once each year to review policies and procedures in the light of ever changing social realities and legislation. Team members include:

### **Chairperson of Board of Governors:**

Monsignor Peter O'Reilly

### **Designated Governor for Safeguarding:**

Mr Gerry Mc Cabe

### **Designated and Deputy Designated Teachers for Child Protection:**

Mrs Michelle Judge/ Mrs Sinead Cullen & Mr Jim Devine

### **Learning Support Co-ordinator:**

Mrs Mary Keaney

### **ICT Co-ordinator:**

Mrs Marcella O'Reilly

### **Vice-Principal:**

Mr Seamus Devine

## **Senior Teacher:**

Mr Gerard Quinn

This leaflet is intended as a summary of Pastoral Care Policies and Procedures in Mount Lourdes Grammar School. The following policy statements are available on request from the school office and on the school website.

Anti-Bullying

Student Attendance

Positive Behaviour Management

Child Protection/Safeguarding

Critical Incident

Equality and Inclusion

ICT Acceptable Use/Online Safety

Bring Your Own Device

Mobile Phone Policy

Intimate Care

Learning Support

Pastoral Care

Relationships and Sexuality Education

Substance Use and Misuse

Use of Reasonable Force Policy

The Pastoral Team in Mount Lourdes will update the school's Pastoral Care and Safeguarding/Child Protection Policies and Procedures in the light of future guidance and legislation.

## **Complaints Procedures**

- ◆ Parents who wish to raise matters relating to any aspect of the work of the school about which they have concerns, or in relation to their daughter's welfare and safety, should contact the Principal.
- ◆ All matters so raised will be replied to within one week.
- ◆ If their concerns remain, parents should submit them in writing for the attention of the Board of Governors. All issues

so reported will be investigated by the Board and a report made to the parents.

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