



## 1. Policy Statement

At Brighton College we take considerable care in maintaining a supportive and tolerant community which celebrates differences between people and which affirms a sense of belonging for all.

Pastoral care and welfare are regarded as essential parts of the College's ethos. Pupils are encouraged to fulfil their potential and helped to overcome any problems they may face, and this is reflected in the school focus: *"Be the best that you can be, and help others be the best that they can be."*

## 2. Aims

Within our House system and School structure we aim to ensure that each student has opportunities to create close, positive relationships with a range of trusted adults and peers. Our primary goal is to help students develop a network of friendship, guidance and support.

Our Pastoral Care and Welfare Policy aims to extend the pupils' learning skills in line with their spiritual, moral, social, personal and physical development, and thus enable them to manage their present lives and prepare them for adult life in an ever changing society.

## 3. Practice and Procedure

### Counselling Services

The School shall provide counselling and School support services, enabling students to have access to a trusted professional counsellor, or a social worker, or someone in an equivalent position.

### Bereavement and Loss

It is almost inevitable that the College will, at some point, have to deal with a death that affects one or more persons within its community. Most commonly this will mean an individual pupil experiencing the death of a close family member, but it may also need to face the death of a child or young person at the school, or of a staff member. Whatever the context, the College must respond to the needs of all those involved with both sensitivity and compassion. The College aims to ensure that where pupils and staff are faced with loss and bereavement they will be provided with appropriate support. Appointments with our school counsellor can be made for all individuals affected by bereavement.

### Health and Safety Policy

### First Aid

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Brighton College Abu Dhabi





## BRIGHTON COLLEGE ABU DHABI

The School shall ensure the provision of on-going First Aid training, and dissemination of knowledge regarding all health, safety and prevention matters so that all School staff know what is expected of them and what to look out for with respect to the protection and safety of students (e.g. First Aid, CPR).

### Supervision

The School is fully responsible for the care and protection of students whilst they are in the School's care, or travelling to and from the School using School-provided transportation means, and while moving between all activities organised by the School.

The School's Principal shall accept in *loco parentis* (in the position of a Parent/Guardian) responsibility for all students whilst they are in the School's care, including travelling to and from the School using School-provided transportation means, and while moving between, waiting for, and taking part in all activities organised by the School.

School management shall ensure the supervision of students 45 minutes before the start of the school day and 90 minutes after school hours,

### Duties: expectations, systems and procedures

All staff are expected to undertake a number of duties each week to ensure the health and safety of pupils in our care. The duties are set by the Deputy Heads within each school and are published on a termly basis. Each duty will be for a set time and will cover a particular area of the College. Staff must complete their duty each week and any absence from school on a duty day has to be covered. Staff should record any incidents that occur during their duty to tutors and the Deputy Head responsible for pastoral care.

### Lunchtime and Break time

Pupils are encouraged to use their lunch and break times to mix with peers and participate in the comprehensive co-curricular programme. There are a number of clubs and activities available each week regardless of the outside temperature.

### HMM, Class Teacher and Tutor Responsibilities

The pastoral care system in the college is based upon the house system. In the College there are four houses for each school. The House Master or Mistress has overall responsibility for his or her house. Each house has three or four House tutors working with the pupils in addition to the House Master. Older pupils will routinely be given the opportunity to help and support younger pupils through the house system. There will be positions of responsibility allocated to deserving pupils. These pupils will lead their house, first and foremost by being the best role model that they can be.

The class teacher has a number of responsibilities depending on the school they are employed in. Examples of these might be:

- Act as a positive role model for students
- Be fair and consistent
- Have high expectations of all pupils



## BRIGHTON COLLEGE ABU DHABI

- Match the work given to the ability of the pupil
- Use a variety of teaching and learning styles to engage pupils and encourage good behaviour
- Apply the College's rewards and sanctions consistently
- Record incidents as appropriate on Engage
- Communicate with parents
- Refer matters to other relevant staff for example SENCO, Form Tutor, House Master/Mistress

A class teacher may also be a Form Tutor and they take on the additional responsibility of caring for and supporting a small group of pupils. The Form Tutor should be the first point of contact for parents and is the person who knows their tutees the best.

### Outdoor Temperature guidelines, locations, hats etc

During the autumn and spring terms pupils are encouraged to play outside when the temperature cools down. For the younger pupils the College operates a policy of 'no hat, no play' and pupils are advised to keep hydrated by drinking lots of water. Pre-Prep, Prep and Senior schools all have access to outdoor space in the shade. During the hot summer months pupils are not allowed on the sports field and are advised to stay under the shaded areas. In extreme hot weather pupils have to stay inside during the day except for fire drills. The weather is monitored on a daily basis by staff.

### Birthdays

We welcome children celebrating their birthday in school and are happy for a cake to be brought in to share with pupils in the tutor group. Parents are asked to give prior warning to the form tutor that food is to be brought into school. The school operates a nut free policy and parents are asked to read through ingredients in advance.

## 4. Assessment and Record Keeping

There are no assessments linked to pastoral care but all pastoral incidents should be logged onto Engage. Staff are encouraged to send pastoral information by email when necessary but must be mindful of who is copied into the email and the sensitivity of the information. The school counsellor should also be informed if the issue is of a serious nature.

## 5. Staffing and Resources

All staff at the College are expected to act in both in an academic and pastoral capacity.

## 7. Monitoring and Review





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This policy is to be reviewed and checked annually by the Head Master.

## 8. Approved by

Head Master on behalf of the College: \_\_\_\_\_

Chairman on behalf of the Governors: \_\_\_\_\_

## Change History Record

Version No.	Description of Change	Owner	Date of Issue
2.0	Changes to supervision statements following ADEC request	DHM	June 2017
3.0			
4.0			

