

# Pastoral Care Policy



**Implemented:** November 2018

**Reviewed:** May 2019

**Next Review:** May 2020

## Policy Aims

WE Bridge Academy recognises that students have needs beyond the purely educational and strives to provide them with all the necessary support with regard to their physical, emotional and spiritual wellbeing. The Pastoral Care Policy sets out how the Academy will ensure that all of the students' pastoral needs are met during their time with us. Details of specific provision for safeguarding students under 18 can be found in the 'WE Bridge Academy Safeguarding Policy'.

## Induction

Upon enrolment all students are given a thorough induction in which they are given information about the Academy, Cardiff and life in the UK. As part of the induction, students' attention is drawn to the support personnel at WE Bridge Academy and who they can turn to if in need of assistance. Students are encouraged to alert staff to any issues they might have inside and outside of the Academy.

## Pastoral Support

WE Bridge Academy operates an open door policy with regards to student needs. Managers and support staff will be available outside of class hours to help students with any issues or needs that they might have. These may include:

- Booking external examinations
- Registering with a GP
- Making a GP appointment
- Opening a bank account
- Dealing with sponsors / embassies
- Applying to university
- Conflict with other students
- Family problems
- Financial worries
- Finding accommodation
- Home sickness / culture shock

## Pastoral Feedback from Students

Every Monday morning the class teacher will take a few minutes to ask the students about their wellbeing. This will be recorded in the 'Monday morning checklist'. In addition, during every tutorial the tutor will ask the student about any pastoral issues that they might be having. Any issues raised will be recorded and shared, if appropriate, with the relevant staff member, who will endeavour to help the student address this issue.

## **Student Monitoring**

Teachers, managers and support staff will look out for signs that a student might be having difficulties and is in need of pastoral support. Signs include, but are not limited to:

- Deterioration in attendance / frequent unexplained absences
- Change in mood / demeanour
- Decline in academic performance
- Lack of concentration in class
- Lack of engagement with other students

Any concerns raised will be followed up by relevant staff with sensitivity and confidentiality to ascertain what support can be offered to the student.

## **Prevent**

Radicalisation and being drawn into extremist ideology represent a threat to the physical and emotional wellbeing of students. To counter possible radicalisation of students, all staff are trained in 'Prevent', both through online and in-house training. Any concerns about possible radicalisation will be referred to the Prevent Lead, Andre Murray. Full details can be found in the 'WE Bridge Prevent Policy.'