



St Philomena's

Catholic High School for Girls

ST PHILOMENA'S CATHOLIC HIGH SCHOOL FOR GIRLS THE PASTORAL SYSTEM

St Philomena's is a Catholic voluntary aided comprehensive school for girls. From September 2018, the school will have eight forms of entry in Years 7, 8 and 9; currently there are 234 student places in Years 7 and 8, 204 places in Years 9 and 10 and 190 places for Year 11. There are a total number of 142 students on the SEND register and 155 in receipt of the Pupil Premium funding (80 of which are eligible for Free School Meals) at Key Stages 3 & 4.

Pastoral care provision at St Philomena's Catholic High School for Girls is highly effective and evidenced by a proactive 'early intervention' programme identifying and targeting individual student need very quickly and putting in place appropriate intervention and support. The Pastoral System is led by Assistant Headteacher Achievement & Guidance and includes a team of committed staff including Heads of Year, tutors and support staff. The effectiveness of the early intervention is enhanced by sophisticated data collection/management and a highly responsive communication hub provided by the administrative staff.

Following a review of our Pastoral system, each year group now has two Heads of Year whose purpose is to fully develop the academic potential and pastoral well-being of every student in their care. It is the responsibility of the 'Head of Year: Well-Being Lead' to take a strategic lead in developing and evaluating pastoral care and support for students in the Year Group and the responsibility of the 'Head of Year: Learning Lead' to take a strategic lead to ensure high quality teaching, effective use of resources and the highest standards of learning and achievement for all students. Both Heads of Year work together to ensure the attainment of each student through providing an environment where excellence and professional ideals are modelled in order that high standards and aspirations are maintained.

Each Head of Year has a team of Tutors who where possible will stay with the same tutor group throughout Key Stage 3 and Key Stage 4. Heads of Year and Tutors are supported by an Attendance Officer, a Data Manager and a Student Support Officer who provide additional support in raising standards of attendance, punctuality and behaviour. These key staff work closely with staff, parents and students to ensure every student achieves their potential through the provision of targeted support and intervention.

The early intervention model is managed through the weekly Attendance & Inclusion Strategy Group meeting, consisting of the Headteacher, Assistant Headteacher Achievement & Guidance, Head of Sixth Form, SENDCo, Attendance Officer and Student Support Officer which identifies students requiring intervention and puts appropriate provision in place. The review is holistic and supported by an effective 'Deep Support Review' produced by the Data Manager and the 'Weekly Deep Support Log' produced by Heads of Year and tutors.

There are well established rigorous Attendance, Punctuality and Behaviour systems in line with the main school and this has been instrumental in achieving excellent attendance and punctuality across the whole school. Behaviour is excellent within and outside of lessons and the school has a

very good reputation within the local community. The Pastoral system is a major strength and our Deep Support and Early Intervention Programme ensures that staff know their students very well by aligning academic and pastoral systems.

The Assistant Headteacher is the school's Designated Lead for Child Protection and Safeguarding, but it is our aim that all 'Well-Being Leads' are up to date with Child Protection training. At St. Philomena's we recognise the right of every individual to feel safe at all times and accept the responsibility of ensuring that we never cause a person to feel unsafe by our actions or by our failure to act; the well-being of students is central to all that we do within the Pastoral System.

There are also a number of additional support services for students including a Counselling Psychologist, an Art Therapist, a School Counsellor, a Pupil Personal Advisor, a mentoring service [Ment4You], a Careers Co-ordinator and the School Chaplain who deals with restorative justice and bereavement counselling. We have also introduced a successful Peer Mentoring service which offers an additional level of support. The Edith Stein Centre provides a base for these services and the work of the Pastoral System in supporting student well-being and building resilience in our learners.

The PSHE & Citizenship programme is centrally planned, managed and resourced by the PSHE&C Coordinator and 'Head of Year: Learning Lead', providing tutors with lesson plans for each session, which takes place for one hour on a Wednesday afternoon. Tutors are supported through the use of visiting speakers and specialist staff, particularly in specific topics such as Education in Human Love, Drug Awareness, E-Safety and Careers. The 'spiral curriculum' for both e-Safety and Emotional Health & Well-Being aim to support students, staff and parents. The school's involvement in the London Parental Engagement Collaborative Enquiry programme has led to a full delivery of Parental Engagement Workshops covering topics such as self-esteem in girls, family learning, e-Safety and careers.

The person appointed would join a lively, friendly and committed team, which works in a highly collaborative and supportive way. S/he would join the department as a welcomed and valued member of this team and would have an exciting opportunity to enhance and develop the work of an already Outstanding Pastoral Team.