



**MERCHANT  
TAYLORS'  
SCHOOLS**

For Boys and Girls  
aged 4 to 18 years

# Pastoral Care Policy

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## PASTORAL CARE POLICY

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Merchant Taylors' Boys' School aims to provide a safe and caring environment in which all pupils can express themselves freely, form friendships and learn at their own pace.

We see it as the responsibility of the Governors, all staff (teaching and non-teaching) and the parents to ensure that our school has an ethos which encourages pupils to achieve their maximum potential both socially and academically.

Within this broad framework, our pastoral care policy helps to ensure that difficulties that have their origin inside and outside the classroom do not hinder the boys' development.

Such difficulties may include

- problems at home, such as divorce, bereavement, child abuse etc.
- problems at which may hinder social or academic development, such as bullying, friendship difficulties etc.
- personal problems, such as physical and mental health, growth etc.
- special educational needs which need assistance from the school before the pupils might be free to progress, such as visual impairment, dyslexia etc.

Although all staff who come into contact with pupils have a responsibility for their pastoral care, Form Tutors are in a special position and will be able to deal with most matters that arise. General pastoral care of the boys is the responsibility of every member of staff. More specifically, each boy is cared for by his Form Tutor, who monitors academic progress and emotional well being. Concerns about the above may be shared at the weekly staff meeting or the regular Year Group progress meetings. Form Tutors requiring assistance with specific pastoral problems will be supported by the Group Tutor (Head of Year) who may seek further support from either the Deputy Head Pastoral or the Headmaster.

Whilst Form Tutors will be able to support the boys in most circumstances, the Group Tutors have specific training and responsibilities to monitor and supervise the pastoral care of their particular year group. Whilst their primary concern is the academic progress of the boys, they fulfil an important role in pastoral care. (*See job descriptions for Group Tutors, Lower School, Middle School and Sixth Form*)

To promote pastoral care they work closely with:

- Form Tutors and parents on an individual basis
- The Deputy Head Pastoral for matters of a more serious nature. (Deputy Head Pastoral is also Designated Safeguarding Lead for child protection matters)
- The School Nurse over medical conditions
- The Head of Learning Support for those boys requiring additional support
- The Head of PSHE and Form Tutors to ensure that a programme of PSHE is delivered that is relevant and timely.
- The Head of Peer Support for additional support from peers and Sixth Formers.
- Outside Agencies and bodies as required.
- The Catering Manager for concerns over diet and health.

## PARENTAL CONCERNS

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The school recognises that for a boy to reach his potential, both academically and socially, there must be close co-operation between home and school. From time to time, parents may well have concerns about the way in which the school operates in relation to their son and we very much want to hear from parents in these circumstances. It is much better to talk about problems at an early stage so that issues can be resolved quickly and effectively.

Normally, the best person to approach will be the child's Form Tutor, because he or she is the person who probably knows him best and is responsible for his pastoral care and academic welfare. Form Tutors will normally be able to resolve difficulties promptly and to respond to enquiries by providing effective feedback. There may be situations when investigation and discussion with other colleagues will be required and, of course, parents will be kept fully informed of developments.

Parents may also contact their Son's Head of Year or Group Tutor directly on more serious matters. If parents are dissatisfied with the way in which concerns have been handled, the matter may be raised with the Deputy Heads or Headmaster. In all cases, matters of concern will be treated in a confidential manner and with respect.

All data/information, telephone calls, meetings, interviews are routinely recorded by the BLUE form. Concerns may also be communicated to the school at Parents' Evenings.