

## **CHAPLAINCY PROGRAM at Woodhill School**

### **OVERVIEW AND AIMS OF THE PROGRAM**

The purpose of our chaplaincy program is to enhance the development and implementation of initiatives that improve the wellbeing, participation and achievement of students through the provision of chaplaincy/pastoral care services at Woodhill State School.

The chaplaincy program will provide the school community with a support person who will act as a coach in providing mentoring to students and liaise with parents and teachers to best support our children. With the additional support of the chaplain we will be better equipped to address the social needs of the students and an enhanced cooperative approach to developing active and informed citizens in today's society.

The chaplaincy program at Woodhill State School aims to provide a 'mentoring model' whereby the chaplain will act as a role model for students and assist in the development of supportive relationships for, with and among students.

The chaplain will be encouraged to establish a database of agencies and services in the community that can be utilised and/or refer disengaged and at-risk students. Local church leaders may have already developed useful contacts in the area. Local churches may offer some useful welfare and support services.

Religious Education (RE) will not be part of the chaplains' role. RE is the jurisdiction of the churches within our school systems.

### **PARENTAL CONSENT**

A 'Voluntary Student Participation in Program of Chaplaincy Services,' will be made available to all parents and guardians at enrolment. This form will outline the School's Chaplaincy Program so that parents/guardians can :

- know the range of activities within the school's chaplaincy program
- Make an informed decision regarding their child's participation or non-participation in the chaplaincy program overall and in specific activities that are part of the program
- withdraw their consent for their child's participation in the chaplaincy program overall, and in specific activities that are part of the program by advising the school in writing.

Chaplains may be involved in activities with religious, spiritual and/or ethical content and additional consent is sought from parents/guardians for these specific events at the commencement of a new chaplaincy program in a school.

Additional written parental consent is not required for one-off activities during the year. However parents should be informed of such events and their religious, spiritual and/or ethical nature prior to the event via the school newsletter or other appropriate channels of communication.

Where there are student protection concerns, the principal can give written consent for support to be offered by the chaplain through ongoing one-to-one meetings.

If a student approaches their classroom teacher in regard to meeting with the chaplain the classroom teacher must organise a mutually agreeable time suitable to all with the chaplain. If a child approaches the chaplain in regard to a meeting time the chaplain must arrange with the classroom teacher a mutually agreeable time to meet with the child. The student must have parental consent on their enrolment form to be able to meet with the chaplain.

### **WORK PLAN**

The Local Chaplaincy Committee has chosen a mentoring model for our chaplain to adopt in our cluster schools. A detailed description for our mentoring model can be found in SMC-PR012: Chaplaincy Services in Queensland State Schools. The chaplain will be involved in :

- o Implementing social skilling programs at times negotiated with each site.
- o Acting as a role model for the school community
- o Participating in a range of school activities inclusive of extra curricular activities.
- o Communicating and developing networks within the school community.
- o Facilitating support programs which suit the needs of the each school community.
- o Building community links and referral paths to community groups.

### **STUDENT PROTECTION**

Our chaplain operates under the Education Queensland Code of Conduct and SU QLD Code of Conduct, which complies with the government-funded National School Chaplaincy Program guidelines. The Codes of Conduct outline the expected behaviours of chaplains. SU QLD chaplaincy services operate according to the Queensland Government's chaplaincy policy.

## **ACCOUNTABILITY**

The Chaplain will be accountable to:

- The school principal, in matters relating to management within the school and adherence to Education Queensland policy.
- The Local Chaplaincy Committee (LCC), in matters relating to local policy decision and day-to-day operation.
- The Regional Manager of your region (Scripture Union), in matters relating to employment and overall policy.

The chaplain will be expected to fully inform the principal with all programs and activities being provided at school prior to programs and activities commencing.

The chaplain will have opportunity to present and discuss ideas with the principal on the contact days at the school and will attend scheduled Local Chaplaincy Committee meetings.

The chaplain is to keep a record of their daily activities through the use of timesheets and/or reporting sheets.

The chaplain will also be required to document any conversations with students, parents and/or teachers that may have an impact on the welfare of a student.

The chaplain will be required to attend Local Chaplaincy Committee Meetings and report of monthly/term happenings, attend special needs meetings where appropriate and sign in and out of school site each day.

## **GRIEVANCE PROCEDURES**

Refer to Education Queensland State School Procedures

Refer to SUQLD Chaplaincy Services Users Guide 3.7 "The Chaplain and The Local Chaplaincy Committee/Grievance Procedures and Disciplinary Matters."

For more details around Education Queensland's specific policy about chaplaincy in state schools, please visit the website below :

<http://ppr.det.qld.gov.au/education/learning/Pages/Chaplaincy-Services-in-Queensland-State-Schools.aspx>