National School Chaplaincy and Student Welfare Program

Aims of the Service

The Aim of the Student Welfare Service at St Joseph’s School, Clare is to offer and provide pastoral support to students, parents, staff and the wider school community.

The Role of the Student Welfare Officer within the School

The School Welfare Officer at St Joseph’s School, Clare will be responsible for supporting the spiritual, social and emotional wellbeing of the students, whilst providing additional opportunities to support the families of our school. This will be carried out through 3 main roles that the Student Welfare Officer has within the school.

1. A Pastoral Role

The School Welfare Officer will:

- Provide support in a range of areas that will promote and nurture the social and emotional wellbeing of students
- Participate in a broad range of school community activities and assist staff to create a safe and inclusive learning environment
- Provide personal assistance and support to students
- Be available to provide assistance/support to families and members of the broader school community
- Be actively involved in activities that focus on health, social and values education and emotional wellbeing
- Will role model the values of the school to the students

2. A Referral Role

The School Welfare Officer will:

- Provide information about, network with, and be a link to, support services provided by community groups and government agencies within the local community and beyond
- Consult with staff about the safety, wellbeing and learning of students while maintaining confidentiality protocols, and refer students to other staff as necessary

3. A Resource Role

The School Welfare Officer will:

- Access and provide resources from the broader community which are relevant to school programs
- Initiate activities within the school that promote wellbeing e.g. voluntary lunch /after school time groups
- The School Welfare Officer will be expected to become aware of, and familiar with, the schools current wellbeing, anti-bullying and safety strategies including the National Safe Schools Framework
The Voluntary Nature of the School Welfare Service

It is not compulsory for students to participate in the School Welfare Service. Participation in the service is voluntary.

Parents and students may choose whether or not to utilise the service and parental consent is obtained to allow the School Welfare Officer to work with Students on an ongoing basis.

Students, parents or staff who wish to arrange appointments with the School Welfare Officer may do so by contacting the School Office. They may also be referred to the School Welfare Officer via other staff members.

Parents must sign a consent form prior to meeting with the School Welfare Officer.

If parents no longer wish their child to participate in the School Welfare service they must notify the school in writing.

Grievance Procedures

Should a parent have any concerns about the School Welfare Service they should present them to the School Principal. All formal complaints can be presented in writing. The National School Chaplaincy Program Flowchart of Complaints Process is attached as an Appendix.

School Community Consultation

The School Welfare Officer regularly consults with the Principal and reports to staff at Staff Meetings. The School Welfare Officer also presents an overview of the School Welfare Service at the Parent Information Evening held at the start of each school year.

The broader school community was consulted through the St Joseph’s School Parents and Friends as well as the School Board. On the basis of the positive feedback received in support of this service, a decision was made to proceed with the application for the National School Chaplaincy and Student Welfare Program to be established at St Joseph’s School, Clare.

Disclaimer

The views expressed herein do not necessarily represent the views of the Australian Department of Education, Employment and Workplace Relations.

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Appendix

National School Chaplaincy Program Flowchart of Complaints Processes

www.deerwr.gov.au/schoolchaplaincyandwelfare