

ST JOSEPH'S CATHOLIC PRIMARY SCHOOL

POLICY FOR SUSTAINING A STRONG SCHOOL COMMUNITY



The vision of Catholic Schools Broken Bay (CSBB) school system is to provide 'authentic, professional Catholic education, delivered with care and compassion'. The Towards 2025 Strategy commits the system of schools to being at least as good as the very best, to maximise the learning growth of every student, and to inspire hearts and minds to know Christ and love learning.

St Joseph's Catholic Primary School, Narrabeen is part of the CSBB and our mission is:

*Inspired by our motto, "Build in Love",
We at St Joseph's School, Narrabeen,
A Catholic community of learning,
Are committed to providing our children
With a challenging education in a
Safe, nurturing and inclusive environment.*

This policy is intended to develop and support positive relationships within the St Joseph's school community and underpin our school's pastoral care practice. It applies to all members of the school community: parents, guardians, students, families, employees, parish priests, parish community members, volunteers and contractors.

POLICY STATEMENT

As a Catholic community, our starting point is the understanding that each of us is made in God's image and our deep respect for the innate dignity and uniqueness of each and every person. We embed Good Samaritan values of community, respect, compassion and stewardship as the foundations on which we develop faith and learning in our children and their families. The ways in which people interact with each other in the daily life of the school significantly affect each person's sense of well-being, identity and self-worth and contribute to the culture of the community.

St Joseph's Catholic Primary School is a centre of faith and learning where students are enabled to:

- personally integrate their faith and life
- actively participate in the parish and within the wider community
- develop their intellectual, physical, social, emotional, moral, aesthetic potential.

Parents are the primary educators of their children. We are committed to work together in partnership with parents, families, parishes and the wider Church to:

- nurture individual gifts of students to their highest potential so that they can contribute effectively to Church, society and culture
- live our Catholic mission and identity, school charism and tradition
- support a whole school community approach to student learning and wellbeing.

We do this when we:

- support the principal and staff in the development of a Christ-centred learning community
- act in the best interests of students and their learning
- develop and maintain positive, supportive and respectful community relationships
- are open to learning conversations while building relational trust.

COLLABORATION TIPS FOR ALL COMMUNITY MEMBERS

- be prepared to listen and seek to verify facts
- cultivate engaging, respectful conversations and mutual trust
- be aware that people have different perceptions of events
- collaborate to resolve areas of concern
- maintain the integrity of confidential, private and sensitive information
- follow school policies and procedures
- be aware when communications become counterproductive and seek assistance if needed
- resolve issues and address any concerns in accordance with DSS and school policies.

TIPS FOR PARENTS WORKING IN PARTNERSHIP WITH SCHOOL

- disclose fully and accurately any information required by the school in its enrolment process and update this information as required
- engage with students in their learning
- ensure children are punctual and consistently attend school
- engage constructively with teaching and learning and the delivery of curriculum by the school
- contribute constructively to behaviour, academic and other personalised support plans in place at the school
- collaborate with staff directions in all educational and school activities including camps and excursions and respect and comply with reasonable requests or directions of the principal when on school premises or participating in school excursions
- be mindful of school grounds as places of learning and safety (do not approach other children to chastise or discipline them in any way)
- enter a classroom only after an invitation from a teacher or principal.

POLICY REVIEW

This policy will be reviewed not less frequently than once every three years.

POLICY DATES

Date of completion of formulation and adoption November 2015

Date of review and updated policy July 2022

Virginia Outred (Principal)

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APPENDIX 1 - COMMUNICATION

At St Joseph's, we value working in respectful partnership with parents, and see communication as an integral part of this. There are many forms of communication available to stay connected to what is happening in the school environment. Please see the entry, 'communication' in the [parent handbook](#) for details. These points elaborate on positive communication in our community.

- Classroom security and the focus of our students is highly important at St Joseph's Narrabeen. With that in mind, parents are not to enter the classroom uninvited at any time - even before or after school which is typically when your child's teacher will be preparing or assessing class learning. We welcome communication with you and the correct way to best facilitate a meaningful conversation is to set up a meeting time. You can do this via email directly to your child's teacher. If you have an urgent update, please phone the office on 9913 3766 so we can ensure it is communicated.
- School is a place of learning and student focus should be on what is happening directly in the classroom or playground. We don't allow children to communicate with their parents within school hours via mobile phone or smart watch. These should be set to school mode from 9am-3pm. If you need to communicate with your child within those times, please contact the office on 9913 3766 so we have clarity of messaging and can ensure information is delivered in a way that best supports you and your child. (Mobile phone guidelines are also further covered in our Parent Handbook).
- Email is a highly effective way of communicating with your child's teacher. The purpose of this communication should be directly linked to issues, concerns or important information about your child. For school-based updates or questions, we have a wealth of communication sources from which you can likely find an answer, quickly and easily. Your best sources of information are Compass, our newsletters, school web page, Facebook page or class Facebook group. You can also ring the office if you cannot locate this information.
- While smaller concerns can often be dealt with over email, bigger challenges linked to social, emotional, or behavioural concerns are best talked about in a meeting and your child's teacher is available for this. Please email an outline of your concerns to your child's teacher and establish a face-to-face or Zoom meeting to ensure there is enough time and focus to address the matter thoroughly and work towards a positive outcome.
- We believe in respectful and calm communication and strongly support this within all our interactions. We expect all communication between staff members and parents and carers to be a mutually calm and respectful exchange, whether via email, phone or in a meeting. Intimidation, threatening or yelling will not be tolerated and communication will cease, with the matter escalating instead to a meeting with the Principal, with a focus on a positive and productive exchange.