



# St John Fisher Catholic High School

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Headteacher: Mrs A Rigby MA

17 July 2018

Dear Parents/Guardians

I would like to bring to your attention a number of key developments within our pastoral care structure in school that will come into effect in September 2018.

You may be aware that our provision for personal development, behaviour and welfare has been an outstanding feature of the school for many years. In our most recent Section 48 Archdiocesan inspection, inspectors stated that "in class and around school pupils behaviour is outstanding". Additionally, in the Ofsted inspection of 2016, findings relating to pastoral care included "a shared vision exists among all who work at St John Fisher that every child deserves to receive the education and pastoral care they need to fulfil their aspirations, desires and potential. This is characterised by the school's ongoing review of provision to ensure it meets individual needs and the willingness of staff to 'go the extra mile' for any pupil".

A review of the pastoral structure has taken place this academic year and as a result of our reflections, we believe that we have made some important improvements to allow the school to support effectively all our pupils in the coming years.

We have created four new full-time positions within our pastoral structure; two appointments being internal with a further two colleagues recruited externally. The new positions are as follows:

Senior Pastoral Coordinator - Miss Melling

Pupil Support Manager - Mrs Heyes

Pastoral Coordinator Years 7 & 8 - Miss Cunliffe

Pastoral Coordinator Years 9 & 10 - Mrs Brown

The colleagues listed above do not have a teaching commitment and so will be able to devote all their time to pastoral matters. They will be centrally located in a new purpose built Pastoral Hub. From September, you will be able to contact the appropriate member of pastoral staff through the options on the school telephone system.

*Senior Pastoral Coordinator*

Miss Melling is responsible for Year 11 interventions, mentoring, low level pastoral issues and transition to post-16 provision.

***Learning Together as a Community in Christ***

### *Pupil Support Manager*

Mrs Heyes works with pupils and families across all five year groups. Her role is to provide additional support in order to overcome barriers to learning, in particular in relation to attendance and behaviour.

### *Pastoral Coordinator Years 7 & 8*

Miss Cunliffe will support the Year 7 and 8 Heads of Year in managing behaviour and pupil progress. She will also liaise with school staff, parents and outside agencies to provide appropriate support and intervention to individual pupils. She will also monitor those pupils on a yellow report.

### *Pastoral Coordinator Years 9 & 10*

Mrs Brown's role is identical to that of Miss Cunliffe except that she will work with Year groups 9 and 10.

### *Form Tutor*

The school will continue to encourage form tutors to take an active role in supporting pupils within their form. Within this revised system form tutors will continue to be the **first point of contact for most issues**.

### *Head of Year*

Each Head of Year will continue to have overall responsibility for pastoral matters within their year group. They will continue to be a point of contact for more serious pastoral issues. However, they will also now take on an enhanced role in relation to academic pupil progress.

Further information and guidance on attendance, punctuality and pastoral care can be found on our website.

Finally, may I take this opportunity to thank you for your continued support and for working in partnership with our school staff.

Yours sincerely

Mr S Coyle  
Deputy Headteacher