

CARINITY EDUCATION GLENDYNE.

NATIONAL SCHOOL CHAPLAINCY AND STUDENT WELFARE PROGRAM: 2012 - 2014.

GENERAL AIMS AND ROLE OF CHAPLAINCY:

The Chaplaincy Service forms one part of the school's pastoral care programs, and general spiritual, social and emotional support to all students, staff and parents who wish to access this service. This is regardless of the person's faith or beliefs. The Chaplaincy Service is funded solely by the National School Chaplaincy and Student Welfare Program (Department of Education, Employment and Workforce Relations) through the funding recipient The Baptist Union of Queensland.

Our Chaplain is **Mark Macrae**. Mark works as part of the school support team. Mark delivers a range of programs including 'No Limits'. Mark is also involved in other activities which include;

- Assisting teachers with mentoring and tutoring in class activities,
- Visitation to families in need of guidance and support,
- Helping students who are homeless find and secure suitable accommodation,
- Provide emotional support during times of grief or loss,
- Provides court support in the absence of family

Mark also coordinates the following;

- Links to external services such as counseling,
- Coordinates on campus visits from community representative such as the local Police, Red Cross, etc.

All programs are in consultation with, and approved by the School Principal.

VOLUNTARY PARTICIPATION IN THE SERVICE.

It is not compulsory for students to access the Chaplaincy service or any programs coordinated by the Chaplain. Parents must give consent / permission before their child can be involved in programs that are specific to the Chaplaincy role.

HOW TO OPT OUT OF THE SERVICE.

Because access to the Chaplaincy service activities is solely on a voluntary basis, parents and students can opt out of any Chaplaincy services or activities at any time, by informing the school in writing, that they no longer require the services of the Chaplain.

COMPLAINTS HANDLING PROCESS.

Under this Program, a complaint is described as an expression of concern or dissatisfaction following an incident or pattern of behavior by a NSCSWP funded chaplain or in relation to a particular NSCSWP service or funding recipient. Complaints can also relate to any aspect of the NSCSWP.

All complaints about the school chaplain or the chaplaincy service should be, in the first instance, directed to the school Principal. Carinity has policies and procedures in place to deal with 'complaints' and 'grievances', and all attempts are made to resolve complaints at the local level. However, if the complaint cannot be resolved at the school level or the complainant does not wish the matter to be dealt with at the local level,

then the complaint will be escalated to the Baptist Union of Queensland, (the Funding Recipient) or to the Department of Education, Employment and Workplace Relations (DEEWR). Please visit this link;

<http://education.gov.au/national-school-chaplaincy-and-student-welfare-program>

The school has a Risk Management Plan that outlines strategies to address complaints made against the school Chaplain.

CODE OF CONDUCT: SCHOOL CHAPLAINCY.

For the provision of chaplaincy/student welfare services at Carinity Education Glendyne, the school chaplain is responsible for supporting the spiritual, social, and emotional wellbeing of students regardless of faith or beliefs. The school chaplain / student welfare workers must be able to provide support for a range of day to day matters affecting the school community and communicate effectively with a diverse group of people. They can become involved in a wide variety of issues including health, social and values education and emotional support.

It is expected that school chaplain / student welfare worker would support and work with the School Principal, to refer students to appropriate services where required. To assist in facilitating this, school chaplains/student welfare workers should have or develop an appropriate and suitable external network of professional groups working within the community. In providing these services, the school chaplain / student welfare worker must observe this Code of Conduct at all times.

The school chaplain/student welfare worker must:

1. Adhere to all relevant Commonwealth, state or territory policy and legislation, including that concerning child safety, privacy, and confidentiality.
2. Not conduct themselves in a manner which impacts their delivery of the services under the Program. As such, school chaplains and student welfare workers must adhere to the Program Guidelines and the Code of Conduct at all times where conduct in a private capacity might impact their delivery of the services under the Program.
3. Recognize, respect and affirm the authority of the School Principal and/or school governing body, and work in consultation with them.
4. Contribute to a supportive, safe, inclusive and caring learning environment within the school.
5. Respect, accept and be sensitive to other people's views, values and beliefs that may be different from his or her own, including respecting the rights of parents/guardians to ensure the moral and spiritual education of their children is in line with the family's own convictions.
6. Actively discourage any form of harassment or discrimination on the grounds of religious ideology, beliefs or sexuality.
7. Not perform professional or other services for which they are not qualified and if not qualified, refer on to an appropriate service, in line with school protocols.
8. Refer a student to a service or organization which is best placed to support the student's particular needs in accordance with the student's own beliefs and values.
9. Provide accurate and impartial information about the support and services available in the broader community, including community groups and religious groups.
10. Not put him or herself, or allow him or herself, to be placed in a compromising situation, recognizing that there are circumstances where confidentiality may be sought by the student.

11. Avoid unnecessary physical contact with a student, recognizing however that there may be some circumstances where physical contact may be appropriate such as where the student is injured or distraught.
10. Adhere to the Guidelines of the National School Chaplaincy and Student Welfare Program.

Signed;

A handwritten signature in black ink, appearing to read 'Dale Hansen', written in a cursive style.

Dale Hansen – Principal.