

PASTORAL SUPPORT REMITS 2023-2024

NAME	YEAR GROUP	REMIT	Notes
R Weir V Newlands	S3	PSHE/HWB PSHE timelines Programme S1 - S6 Overview / Weekly Newsletter / timelines Pupil voice (PSHE pupil evaluation) PSHE staff evaluations PSHE pupil booklets Pupil Leadership PSHE working group representative Programme of observed lessons	First aid qualification for pupils SCQF leadership awards Volunteering award MHWB award PSHE Review
A Low	S6	GIRFEC S6 Experience S6 Diploma Mental Health awards	S6 experience evaluation Paired reading Tutors Mentoring S6 talks to S1-5 PSHE
M McKean	S1	GIRFEC Partnership working Social mobility foundation (S5) JST chair / Childs' wellbeing plan External Agencies Partnership working - Educational Psychologists (PLA)/ Youth Counselling service / Social work. Healthier Minds screening hub Case file management (termly audit) YPRG MARAC	Produce a Flow chart of Support. S1 file audit (annual) ERC Case file review Focus on High tariff case files
C Duffy	S4	School Diary and PSHE booklet PSHE Parent evening briefing sheet DYW Liaison with Careers Coach / college applications Data Hub updates - Leanne Careers : Lowest 20% Provision S4/5/6 Widening Participation programme SLD overview IT - careers website / twitter - E Ward	LinkedIn Data hub to help identify guest speakers Pastoral handbook / policies /staff profiles/notice board outside base Wk exp seminars College applications Widening participation - reach/access/topup
S Martin	S1	DYW S4 Work Placement Career Education Standard 3-18?? Vocational Link (JW) Improvement Plan (School Plan) Standards & Quality Report (HGIOS 4) Quality Assurance	(PP, job card/log book)
R Kerr	S2	Reporting S1 - S6 Parents Evening Allocation & follow up	Mental Health Develop resilience programme

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		PSHE Development Pastoral Calendar / timeline	Critical thinking skills ASSIST training
C Ward	S6	<u>Career Education</u> UCAS S6 Mock interview S6 Guest speakers S6 Information evenings Pupil Council (Learner engagement)	Pupil council briefing sheet. Pupil council timeline S1-6 Pupil feedback through Assemblies/PSHE UCAS briefing/instructions
S McMaster	S5	S1 Choice programme S5/6 Choice programme Parental Focus Groups S1-S6 (Pastoral presentation) Pastoral Shadowing Programme Pastoral CLPL programme Attendance overview	Update pupil choice timeline to include in handbook.
E Ward	S2	P7 Transitions Pastoral website Pastoral Handbook Confidential overview	P7 Pastoral visits /Insight booklet All ASN data - prep S1 case conferences Primary Transitions P7 Transition Notes handover for all P7's Arrange P7 Pastoral Visits to feeder schools Lead Final extended transition visit - P7 paired with S6 Buddy Insight booklet Evaluation Pastoral Website Publish timelines, remits, and newsletters Develop practical resources for parents (anxiety, low mood) Create digital handbook for website

Pastoral Shadowing - Pastoral volunteers liaise regularly with Year Head of the class they are responsible for. They work closely with pastoral team in the pastoral base. Involved in professional discussion and development at pastoral weekly meeting. Have attended pastoral CLPL delivered by SMT link.

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Year group link responsibilities

1. Info evenings
2. Pupil focus groups
3. Parents focus groups
4. Assemblies
5. Year group curriculum / matters
6. YG PSHE programme -
7. YG PSHE evaluation - pupils / staff
8. Wider achievement booklet for year group
9. Sample year group PSHE booklets

Ongoing departmental action points

Pastoral Website - All remits to contribute to weekly news (DM Agenda each week)

PSHE development - Team

HGIOS 4

Pastoral Handbook

PSHE development - Team (focus either - Benchmarks or Themes or Year Group)

E&O (4th level should be achieved before embarking on N5 qualifications)

Benchmarks (Are National standards expected at each level / set out clear lines of progression 1st - 4th Level)

- Planning for Choices and Changes
- Physical Activity and Health
- Substance misuse
- Relationships, sexual health and parenthood (RE programme)