



**ST BERNARD'S PREPARATORY  
SCHOOL**

**CHAPLAINCY POLICY**

**ADVENT 2018**

# St. Bernard's Preparatory School

## CHAPLAINCY POLICY

### Mission Statement

**With God as our shelter and Christ as our guide, the mission of St Bernard's Preparatory School is to educate towards love and service to God, each other and the wider community. Through our broad balanced curriculum we will develop an understanding of each faith and the values we share. We will treat each person with respect, knowing we are special and unique.**

**St Bernard's is part of the St Benedict's family of schools. All schools in the group share a similar Catholic and Benedictine/Bernardine ethos.**

### Children's Mission Statement

**We follow God's footsteps through our love, work and our prayer.**

### **PHILOSOPHY OF THE POLICY**

In the light of our school mission statement Chaplaincy is understood as working with all the other forms of pastoral care and fostering the Catholicity of the school.

### **STATEMENT OF PURPOSE**

- Chaplaincy aims to support the human and spiritual development of all members of the school community.
- Chaplaincy aims to work with the wider church community and, as far as circumstances allow, to develop links with the parishes our children belong to, particularly those within the Slough Deanery.
- Chaplaincy aims to support and complement the work of the pastoral care given by the school staff.
- Chaplaincy aims to support and compliment the work of Gospel and British Values throughout all areas of the curriculum.

### **PEOPLE**

- The Chaplaincy team comprises of all staff and Canon Kevin O'Driscoll (Parish Priest).

### **RESPONSIBILITIES**

The Chaplaincy team's role can be summarised in the following ways:

- providing an action plan for each academic year.
- by being an animator of the spiritual, religious and liturgical life of the school.
- by being available for staff and pupils.
- All staff are part of one of 4 focus areas: Bucket Fillers (children), Staff Sanctuary (staff), Eco-warriors (environment) and Parent Prayers (Prayers and reflections with Parents/Guardians).

- by helping them to recognise God's love for them and their work of God.
- by encouraging the active support of parents in the liturgical life of the school.
- by developing a prayer life and an awareness of vocation.
- by providing liturgical and sacramental celebrations.
- by celebrating the relationship between Home/School/Parish.
- by leading the 'Rainbows' programme.
- By leading a drop in session once a week.

Opportunities will be given to staff and pupils to experience retreats and days of reflection and recollection. In the liturgical year of the church a focus will be made on certain aspects of prayer and spirituality i.e. Sacrament of Reconciliation in Lent, Eucharist on Corpus Christi. We also encourage all children and staff to become involved in our Advent and Lent programmes.

## PLANNING AND ORGANISATION

- Chaplaincy is promoted and monitored by the Chaplaincy Co-ordinator.
- Meetings and the work of the Chaplaincy are discussed with the team every term.
- It is the responsibility of those concerned with Chaplaincy to implement the policy and action plan.
- The four main areas of Chaplaincy:
  1. **Bucket Fillers** – this area focuses on the children. Weekly sessions every Friday led by 2 members of the Bucket Fillers Chaplaincy group. Each session involves an activity to develop children's spirituality including all faiths e.g. developing and understanding emotions and empathy, morals and ethos, biblical stories and their meanings etc.
  2. **Staff Sanctuary** – this area focuses on the staff. This involves building staff morale, staff relationships and staff team building. Members of Staff Sanctuary will hold staff reflections and prayers throughout each term e.g. at the beginning/end of a term, at INSETs days, special feasts days etc. They will also organise staff retreats, welcoming and inviting areas, staff prayer box to share prayers or personal concerns and organising buddies for staff/mentors.
  3. **Parent Prayers** – this area focuses on the parents/guardians/families. There will be prayer coffee mornings held twice a term led by members of the Parent Prayer group. Parents/guardians/families will have the opportunity to share their own prayers with each other as well as participate in quiet reflection and build relationships with other families and staff. There will also be a prayer box for the parents to share prayers or personal concerns.
  4. **Eco-Warriors** – this area focuses on the environment of our school. It will encourage the school community to take pride in God's creations. There will be opportunities to help make the school become more eco-friendly e.g. recycling centre, natural and recycled sculptures, maintaining and developing the conservation area, taking care of God's creatures, planting and gardening etc.

## ACCOMMODATION AND RESOURCES

- Resources are available in the staff resource area and in the RE Resource area.
- A capitation is allocated to RE which include some financing of chaplaincy as well as Mass stipends are given to our priest.
- It is hoped that a quiet area for prayer, reflection and counselling can be accommodated in the near future. At present, the school library and classrooms are used for Chaplaincy. Periodically, use is made of the convent chapel and grounds.
- There is a separate Chaplaincy noticeboard in the gallery where any news of chaplaincy work can be communicated and where work can be celebrated.

**Applies to:**

Whole School including Early Years Foundation Stage (EYFS).

**Related Policies:**

Religious Education, Community Cohesion, Home School Parish Liaison, Liturgy and Prayer, Moral Social Cultural Development, Spiritual Development.

**Availability**

This policy is made available to parents on our website [www.stbernardsprep.org](http://www.stbernardsprep.org) or a copy may be obtained from the school office on request.

**Monitoring and Review**

This policy will be subject to continuous monitoring, refinement and audit by the Headmaster. The Trustees will undertake a formal review of this policy for the purpose of monitoring and of the efficiency with which the related duties have been discharged, by no later than two years from the date shown below, or earlier if significant changes to the systems and arrangements take place, or if legislation, regulatory requirements or best practice guidelines so require.

Signed by \_\_\_\_\_

Headmaster \_\_\_\_\_

Date \_\_\_\_\_

Chair of Governors \_\_\_\_\_

Date \_\_\_\_\_