



# Guilsborough Academy

*Guilsborough Multi Academy Trust*



## Pastoral Support at Guilsborough Academy 2023/24

Learning without limits

Our Team around the Year structure means that a range of staff support your child to succeed and include:

- Form Tutor - detailed below
- Head of Year and Assistant Head of Year- detailed below
- Pupil Premium Champion - support students/families eligible for Pupil Premium funding
- Special Educational Needs Champion - support students with SEND
- Student Development Mentor - supports individual students with academic skills on a needs basis
- Director of Behaviour - detailed below

**The first point of contact for general issues is your child's tutor, who you can call or email.**

**The things they can help with include:**

- ⇒ Regular communication regarding your child's transition to secondary school
- ⇒ Logistical queries
- ⇒ Friendship issues
- ⇒ Low level behaviour issues – tutor positive report card
- ⇒ Uniform
- ⇒ Attendance

**Your child's Head of Year will support them and yourself with issues such as:**

- ⇒ Student attainment – supporting students to achieve their target grades
- ⇒ Sustained behaviour issues - Head of Year positive report card
- ⇒ Persistent absenteeism
- ⇒ Behaviour during break and lunch time
- ⇒ Rewards and celebrations
- ⇒ Assemblies
- ⇒ Relationship issues
- ⇒ Pastoral Support Plans

In the case of repeated behaviour that is not improving, a member of the Senior Leadership team may issue a behaviour report requiring a student to see them each day to monitor improvements.

### **The Student Support department**

**The Student Support department** offers emotional and practical support to our students and their families.

We provide individual support and group work relating to a wide range of needs. These include:

- Self-esteem
- Self-awareness
- Protective behaviours
- Resilience and problem solving
- Young carers
- Restorative practices
- Anxiety
- Anger management
- Zones of regulation
- Cognitive behaviour therapy

We also run a successful 6<sup>th</sup> Form peer mentoring scheme to support younger students

### **Positive behaviour**

Our Positive Behaviour policy outlines our expectations regarding student conduct and the consequence system. Parents can view their child's behaviour and achievement using the Go4Schools application.

Our **Behaviour Director** coordinates our behaviour processes and will contact you, along with your child's Head or Year or Assistant Head of Year, if your child has been involved in a significant incident in school and behaviour sanctions have been issued.

## **Counselling and wellbeing services**

The Academy has employed a counsellor via the LowDown counselling service for 2 days each week. This is a confidential service, except if the student discloses a safeguarding concern. Appointments are organised by the Pastoral department and the intervention will normally be 6 weekly appointments.

The Academy can refer to other counselling services or host a counsellor that has been organised by parents/carers/other agencies. These include: Action for Children, Bereavement counselling, support for children living with substance abuse, Service Six and Women's Aid.

## **Medical conditions and First Aid**

The Academy will ask parents/carers to complete a care plan if their child has a long-term health condition. This will enable us to care for the student, issue medications if necessary and inform medical practitioners, should there be an emergency.

If your child suffers a short-term injury affecting their mobility, for example a broken limb, we ask that parents meet with us and complete a risk assessment so we can make appropriate temporary arrangements. If your child needs an asthma inhaler or an auto injector for allergies, we will need a spare to keep in school in case of emergency.

## **Supporting our students with mental health and wellbeing concerns**

A member of the Student Support team can provide initial support regarding wellbeing issues.

We can also make referrals to the Mental Health Support Team, CAMhS and other agencies when expert support is warranted.

## **Early Help Assessments**

Where several agencies are needed to support a student and family, we may suggest that we complete an Early Help Assessment (EHA) so that we can get all the people supporting the family together to achieve the best outcome.

## **Safeguarding and Child Protection**

The safety and wellbeing of our students is our paramount concern.

Sometimes Academy staff need to ask other agencies to help us safeguard a child by working with them and parents. We may need to then contact children's services and other agencies to protect the child's emotional and physical health.

Our Safeguarding and Child Protection policy sets out our statutory duties and the Academy's procedures.



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**Contacting school:** The best way to reach the person you need to speak to is by calling Reception or sending an email (see bottom of this page) and ask for a return call or an email. If we are still unable to deal with your query, we will make an appointment to see you. Each member of staff has their own email address and Reception can tell you how to email them directly.

**We ask that you allow us 48 hours to respond.**

**It will not be possible for staff to see parents unless there is a prearranged meeting.**

Unlike a Primary school, parents will not initially be able to speak directly to the Principal about a concern.

Our procedure is for you to contact your child's tutor in the first instance. He/she will be able to assist you with most of your queries.

You may wish to contact one of the Student Support team. If a team member is not available, we will respond to a voicemail or an email within 48 hours.

If your query is still unresolved, the Head of Year or Head of Department (for curriculum-specific concerns) is the next point of contact.



## Guilsborough Academy

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