



St Martin de Porres Primary School

Chaplaincy Policy

September 2026

It is our mission to ensure that each child recognises his or her self-worth and to realise that they are individual members of God's creative plan. As such, they are special and unique.

We will endeavour to achieve this by:

- helping everyone to see / find Christ in their everyday lives
- enriching the life of the school through liturgy and prayer
- providing a listening ear to those who are troubled
- helping to maintain and heal relationships
- celebrating and rejoicing in our faith journey
- pastoral care
- developing and maintaining links between the home, school and parish
- being a friend

People involved in Chaplaincy

It is important to realise that 'Christ's ministry continues through ordinary people, with strengths and weaknesses, striving to live Christian lives.'

(Chaplaincy: the Change and the Challenge)

- Canon Michael Harrison – Parish Priest
- Mrs T. Foley – Chaplaincy Coordinator/Pastoral Care
- Mr M. Albone – Local governing body
- Ms L. Williams – Pastoral Care Team Leader
- Mrs K. O'Shea – RE Subject Leader
- Mrs F. Jones – Learning Mentor
- Faith Ambassadors, House Captains, Prayer Monitors and Peer Mentors
- Pauline Cuddihy – NORES
- Mark Holdsworth – Trust lead for RE and Chaplaincy

Chaplaincy Provision

We believe the role of the Chaplaincy Team is to serve the personal and spiritual needs of the school community: pupils, staff and parents. We acknowledge that within our Christian community, we will act as chaplains to one another and to the children, staff and parents through listening and giving emotional and spiritual support, particularly in times of need.

- The Chaplaincy Leader coordinates and support areas of spiritual and pastoral development within the school.
- The Pastoral Care Leader and other members of the team have attended courses to improve their understanding of the role of chaplaincy in order to improve the effectiveness of the chaplaincy team.

- The Chair of the Local governing body is committed to supporting and challenging the team in their role of chaplaincy.
- We have well established links with our local parish church. Our parish priest visits weekly, spending time in all classes on a rotational basis. He is involved in the celebration of liturgy within the school, KS2 pupils attend Friday Masses.
- On special Feast Days, masses are celebrated in school or in the church with the help of clergy. School liturgies led by the parish priest has enabled Foundation Stage and KS1 pupils to experience a more meaningful and appropriate Act of Worship.
- The Pastoral Care Team supports families and staff in need, both in and out of school.
- The Learning Mentor supports children to recognise their own self worth. She coordinates workshops throughout the school which encourages the children to value themselves and others.
- The Learning Mentor trains and supervises children to develop their nurturing skills through the Peer Mentor and play leader programme.
- The Pastoral Care Team support pupil's transition throughout the school. This includes the development of a 'Buddy' system to aid pupil's transition from KS1 to KS2.
- The Rainbows programme supports children suffering loss or bereavement.
- Our Music Team Leader works to enhance our masses and collective worship through music, incorporating our many cultures.
- Reflective prayer is encouraged and members of the chaplaincy team help to support pupils to lead morning prayers before school once a week.
- Faith Ambassadors apply for their positions annually and receive training from the Chaplain leader.
- The Ten Ten RSE and PSHE programmes are followed. These help children to develop their social, emotional and behavioural skills. Workshops provide information for parents and opportunities to share their experiences with each other. There is also guidance to support their children.
- Members of the Chaplaincy Team are invited to school masses, assemblies and celebrations.
- Chaplain provides the upkeep of the prayer garden in KS2 courtyard for quiet prayer and reflection.
- Chaplain is responsible for the special prayer room where any child or adult can go and can be used by classes or groups to enhance the prayer life of the school.

Chaplaincy extends into the community to develop a greater understanding of the wider church through:

- Spiritual retreats for staff.
- Spiritual retreats for Pupils
- Raising money for various charities, including CAFOD, Macmillan, British Heart Foundation, Keech Cottage.

- Raising awareness of CAFOD through assemblies and workshops led by members of CAFOD.
- Raising awareness of disability through assemblies and workshops.
- Encounter and Dialogue module in RE lessons raises awareness of world religions.

Planning

Members of the Chaplaincy Team will meet every term to:

- plan celebrations and liturgy
- discuss the pastoral role
- evaluate and review progress of the chaplaincy team within the school
- look at the needs of the school and how the chaplaincy team can support
- keep updated on the role of Chaplaincy by attending Chaplaincy courses

Future Developments

- To continue to develop the role of the Chaplaincy Team.
- To involve parents in reflective prayer or spiritual retreats.
- To create a prayer garden in KS1.
- To further promote children's spiritual development.