



|  |  |
|--|--|
| <b>Policy Title</b>                                | <b>Community Partnership Policy</b>  |
| <b>Responsible Person/AUTHOR</b>                   | <b>M Sloane</b>  |
| <b>Drafting Committee</b><br>(Those consulted)     | <b>G W Royce</b><br><b>M Sloane</b><br><b>V Maharaj</b>  |
| <b>Approved by</b>                                 | <b>EXCO</b>  |
| <b>Date Approved</b>                               | <b>29 June 2011</b>  |
| <b>Implemented by</b><br>(Compliance Monitoring)   | <b>Team comprising: Chaplain, school representative from each phase, Pastoral Care Directors and Foundation Manger</b> |
| <b>Review/Modified date</b>                        | <b>22 June 2011</b><br><b>1 July 2020</b>  |
| <b>Rescinded</b>                                   |  |
| <b>Relevant Legislation &amp; Related Policies</b> | <b>St Peter's Code of Conduct</b><br><b>St Peter's Transformation Strategy Statement</b>                               |
| <b>Bibliography</b>                                |  |
| <b>Date on Server</b>                              | <b>29 July 2020</b>  |

## 1. PURPOSE:

The vision of this initiative is to grow servant leaders within our St Peter's family to uplift our community for their *Big Futures*.

It is the intention of the Community Partnership Programme to build empathy and to awaken the spirit of giving in our children, staff and parents of our school. The programme aims to meaningfully engage with and impact our partner school with a focus on education and development.

## 2. PRINCIPLES AND GUIDELINES

### A. Community- Based Projects

All projects will aim to develop the skills, talents, attitudes and relationships of the people participating, as well as to promote improved understanding between St Peter's pupils and the recipients in order that all those participating; may grow as caring, independent, responsible citizens and contributing members of society.

- All projects will give every St Peter's pupil the opportunity to work with communities in a safe and relevant manner through avenues of learning, culture or sport. St Peter's pupils will learn to accept the sacrifice and benefits in time or skill given to a community partnership project. Pupil involvement is subject to:
  - the nature of the Charity (many have a minimum age for volunteers)
  - a realisation of the actual ability of particularly young pupils to contribute

- the viability of the involvement of an entire class or grade and the organisation necessary to produce a meaningful contribution.
- St Peter's pupils will be exposed to initiatives that contribute to nation-building and to working for the betterment of others, thus promoting servant leadership.
- The causes to be supported are confined to **children, animals or the aged**.
- The initiatives will be selected within St Peter's areas of expertise, and only through necessary consultation with the intended recipient.
- All initiatives must be age-appropriate for both St Peter's pupils and the recipients of the specific intervention.

### 3. PROCEDURES

A team comprising of: The school's Chaplain, Pastoral Care Directors, designated school representatives and the Foundation are responsible for driving the initiatives to ensure the intended outcome.

Any appeal for assistance must be coordinated through the St Peter's Foundation in order to prevent overburdening the parent body.

- Any fundraising required for initiatives, must be approved by the Foundation Manager.
- Should children need to be transported to any venues; the school's existing policy for transport will apply.

**When setting up community-based projects the following steps should be followed:**

- A project must be identified and a feasibility study done to determine the suitability of the Community Partnership Programme.
- The study must be done in consultation with the relevant stakeholders and all principles and guidelines of the Community Partnership Policy should apply.
- Each project will have a manager/coordinator, at each school.
- Once a new project has been selected, the staff member(s)/parent(s) responsible, must establish an implementation plan.

The Implementation Plan:

- The implementation plan must be approved by the Head of the relevant School, the Chaplain and in certain instances, the Rector.
- Ongoing monitoring and evaluation of all projects must be carried out and be reported on routinely to ensure the outcome is achieved and to make improvements where necessary to obtain the intended result.
- Reports and evaluation forms are submitted to the Chaplain and the Foundation Manager.

### 4. Conclusion

The intention of the Community Partnership Policy is to ensure meaningful and mutually beneficial interactions of the St Peter's community with our neighbouring communities.



### Community Partnership Project Monitoring and Evaluation Form

|  |  |
|--|--|
| <b>Name of Project</b>   |  |
| <b>Beneficiary/ies of Community Partnership Project</b>  |  |
| <b>Date commenced</b>  |  |
| <b>Person responsible</b>  |  |
|  |  |
| 1. Is the project following the implementation plan?   |  |
| 2. If not, please state the reasons for deviating from the plan.   |  |
| 3. Has the implementation plan been adjusted accordingly? If so, please explain how it has been adjusted.  |  |
| <b>4. Are all the Community Partnership principles being upheld? Please answer YES or NO below</b>   |  |
| <b>All Projects:</b>   |  |
| Is the project age-appropriate?  |  |
| Does the project develop the skills, talents, attitudes and relationships of all participants?   |  |
| Does the project promote understanding between St Peter's pupils and the recipients?   |  |
| Does the project give St Peter's pupils the opportunity to work with less-privileged communities in a safe and relevant manner?  |  |
| Does the project have as its basis: learning, culture or sport?  |  |
| Is the project of benefit to the St Peter's pupils and the participating community group?  |  |
| Does the project contribute to nation-building and promote a service ethic?  |  |
| Does the project focus on children, animals or the aged?   |  |
| Is the project within St Peter's areas of expertise?   |  |
| Is the project patronising in any way?   |  |
| Are the recipients satisfied with the results and progress of the initiative?  |  |
| Is regular, accurate communication taking place between the two parties to ensure that the project runs smoothly and that any dissatisfaction is identified timeously? |  |
| Is the project fulfilling its role of relationship-building and the betterment of others?  |  |
| Is the initiative creating community awareness and contributing to nation-building?  |  |
| Is the initiative run in line with St Peter's Transformation Strategy and the Code of Conduct?   |  |
|  |  |
| <b>Please explain as fully as possible why you have said "NO" to any of the questions above</b>  |  |

**N.B. Please return to the Chaplain and the Foundation Manager**