

St. Kevin's College



Bereavement and Loss Policy

September 2018

Reviewed: _____

St Kevin's College

Bereavement Policy

Aims and objectives

- 1:1 The main aim of this policy is to provide a framework for all staff, both teaching and non-teaching, to give guidance on how to deal sensitively and compassionately in difficult and upsetting circumstances.
- 1.2 St Kevin's College aims to meet the needs of all of its children and staff. When home circumstances are changed because of a death in the family and all around is 'different', our school aims to be a place where both child and family can gain support. If the death is of a child or member of staff, the whole school community will work together, with outside agencies as appropriate, to support each other.

2 Procedures

- 2.1 Within school we work in partnership with parents. When children join the school, we find out as much as possible about every child, to tailor the academic, social and emotional teaching in school to match their needs.
- 2.2 When school is informed of bereavement or loss the following action should be considered:
- The family should be contacted by the Principal.
 - The family should be asked how much and what the child already knows, how they have been involved.
 - It should be explained to the family how the school can be involved to support the child and family.

- The importance of school and family working closely together will be explained – both parties assessing changes in behaviour. (Eating and sleeping patterns may change or behaviour in school may deteriorate or the child becomes withdrawn.)
- Involve agencies as appropriate e.g. the school nurse, Pupil Personal Development Team, school counselling service. (See [Appendix 1 for addresses and relevant telephone helplines](#))

2.3 When the school is informed of the death of a child or member of staff, the following action should be considered;

- Discussion should take place with the family and their wishes taken into account before decisions are taken on how and what to tell the children in school.
- Counselling should be sought if necessary e.g. in cases of sudden or violent death
- The school may be closed, or as many people as possible released to attend funeral or memorial services should it be appropriate and they wish to do so.
- Staff and children should be supported throughout the grieving period; anyone displaying signs of stress should be offered appropriate support.

2.4 Bereaved children have a right to tell their story in a variety of ways and for those stories to be heard, read or seen by those important to them.

Appendix 1

Useful Contacts in Case of Critical Incident

EA Critical Incident Response Team (CIRT) – EA HEADQUARTERS
1 Hospital Road
Omagh BT79 0AW
Tel: 82 411411
Fax 82 411293

Principal Educational Psychologist	82411399
Chief Education Welfare Officer	82411477
CCMS Enniskillen	92013014
CCMS Welfare Officer	92013014
CCMS Health and Safety Officer	92013014

Useful Material

Grief Matters: Managing Bereavement and Trauma in Schools: a Support Pack EA
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