



SHARED MISSION STATEMENT

St Mel's Parish
& St Anne's College
10th December, 2020

Commitment Statement

1. The Agreement

We agree and commit to the following actions outlined in this Commitment Statement and to ensuring that the following matters will be included:

1. Parish priests and school principals will meet regularly and work together to maintain and develop the school's founding charism and Catholic mission and identity
2. Catholic ethos: The school leadership will consult with the parish in order to ensure the ongoing development of Catholic identity, culture and ethos of the school
3. Eucharistic liturgies: The presiding priest will ensure alignment with the General Instruction of the Roman Missal (GIRM) in matters of eucharistic liturgies and will work closely with the parish priest in this regard
4. Parish and school buildings:
 - Protocols for the school's use of the church and church grounds
 - Protocols for the shared use of parish and school buildings and facilities
5. Selection panels: The parish priest or his nominee will be a vital member of the selection panel for all principals, senior Leaders and Religious Education leaders.

While examples are provided below, each parish priest and school principal will need to determine together the relevant items under each heading. They may also wish to include additional headings.

2. Communication and Planning

1. The Parish Priest will be a member of the College Advisory Council
2. The Parish Priest and College Principal will engage in monthly meetings which may be held onsite at the college or via a remote access such as zoom or googlemeets

3. The Parish Priest will be informed of, and invited to, all major college events
4. A position on the College Advisory council will be held for a member of St Mel's Parish
5. The Parish Priest will be notified via phone call of any school issue deemed necessary for the Parish Priest to be aware of, this will be followed up by an email
6. The Parish Priest will receive a copy of the college Scope and Sequence for learning in Religious Education at the beginning of each year, highlighting possible connections for the Parish Priest and teachers to engage in planning or conversation around delivery of particular units
7. The Parish Priest will supply the college a copy of their current WWCC
8. The Parish Priest will receive any updates to Child Safe policies and Code of Conduct and as part of the College advisory board, they will be required to sign a code of conduct

3. Spiritual Formation of Children and Young People, and their Families and Opportunities for Engagement in Parish Ministries

1. Spiritual and Pastoral Formation

1. The Parish Priest, College Principal and REL will meet annually to discuss and plan for the formation opportunities for the students, staff and parents of the college, including sacramental programs
2. The Parish Priest and the College REL will meet regularly to discuss and plan for the liturgical celebrations to be held at the college and in the church throughout the year
3. The Parish Priest will be invited to join the College for annual Feast Day celebrations on the Feast of St Anne

2. Sacramental Programs and the Reception of the Sacraments

1. The College will work closely with the Parish Priest to establish, promote and maintain the Parish based Sacramental program
2. The College will host Sacramental meetings onsite

3. Engagement in Parish Ministries

1. The College REL and the Parish Priest will work closely together to develop the opportunities for students to be involved liturgical celebrations through liturgical music, being lectors and readers



4. Pastoral Support Arrangements

1. Pastoral Support of Families

1. The Parish Priest and the College Principal will meet in person as determined by the Principal to discuss families with particular needs in terms of the support the Parish Priest may offer
2. The College will share with the parish priest during their monthly meeting any initiatives such as actions for Caritas, SVDP etc
3. The Parish Priest will ask to convene a meeting if a complaint has arisen that needs further investigation

2. Pastoral Support

1. The Parish Priest and the College Principal will discuss pastoral support requirements at each monthly meeting and as the need arises
2. The College Principal and REL will maintain regular contact with the Parish Priest 'checking in' regularly

3. Enrolment Processes

1. During monthly meetings, enrolment numbers and updated processes will be shared with the Parish Priest including enrolment projections
2. The Parish Priest will be invited to college information nights where he will be introduced to the college community

5. Senior Staff Appointments

1. Selection panels: The parish priest or his nominee will be a member of the selection panel for all principals, senior leaders and Religious Education leaders.

6. Parish School Facilities and Planning

a. Protocols for communication of major maintenance activities or changes to facilities

1. During monthly meetings, the Parish Priest will receive updates of building projects, and where appropriate invited to join planning meetings with architects etc

7. Joint Review

The signatories agree that this Commitment Statement will be reviewed at least annually and whenever there is a change in school principal or parish priest.

8. Dispute Resolution

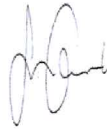
In the event that either party cannot come to an agreement with respect to a major procedural or operational issue in the context of the Shared Mission Statement, support and advice may be obtained from an appropriate member of the CES Limited Executive Leadership Team or from the Bishop's office. The appropriate member of the CES Limited Executive Leadership Team will work in partnership with all parties to facilitate a mutually satisfactory resolution to the dispute.

Signed Commitment Between Parish and College

Signed for and on behalf of *St Mel's Parish and St Anne's College* by



Fr Peter Taylor
Parish Priest/Administrator



Susan Carroll
College Principal

Date: 10/12/20

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