



## **ROLE OF THE CHAPLAIN PROCEDURE**

### **RATIONALE**

- The Wesley College School Board operates a Personnel Policy which addresses staff and employment matters.
- The Superintending Chaplain is appointed to Wesley College by The Conference of the Methodist Church.
- The Superintending Chaplain is not employed by the School Board.
- This procedure recognises the role of the Superintending Chaplain within the School

### **BACKGROUND**

- (a) Wesley College is a State Integrated School with a Special Character.
- (b) The Integration Agreement notes the relationship that exists between the School and the Methodist Church of New Zealand – Te Haahi Weteriana o Aotearoa.
- (c) The Special Character includes religious observances.
- (d) The Conference of the Methodist Church stations the Chaplain to the College.
- (e) The Chaplain is the Superintendent of the Wesley College Parish.
- (f) The Chaplain is employed by the Methodist Church.
- (g) The Chaplain's job description includes promoting the Special Character.
- (h) The Chaplain is available to act as a resource person / counsellor / spiritual advisor to all who live within the Wesley College Parish, with special responsibility for boarders in the College hostels.
- (i) The Conference recognises that the Chaplain works with a Chaplaincy Team. [The Chaplaincy Team currently includes: the Superintending Chaplain; the Chaplain Maori; the Head of the Life and Faith Department; the Director of Boarding; and the Principal. This membership may change and / or be varied by the mutual agreement of the Superintending Chaplain and the Principal.]
- (j) The Superintending Chaplain and the Principal have a collegial relationship.
- (k) The responsibility of the Principal in relation to the pastoral care, health and safety of all of the Wesley College Community, as specified in the Integration Agreement, is recognised by the Superintending Chaplain.]

### **PROCEDURE**

1. The Superintending Chaplain ensures that the use of the College Chapel reflects the polity and policy of The Methodist Church of New Zealand – Te Haahi Weteriana o Aotearoa.
2. The Superintending Chaplain presides at all religious observances that take place within the Chapel or as part of any formal occasion held at Wesley College, for example the Service of Beginnings and Prize Giving [this function may be delegated].
3. The Superintending Chaplain will be consulted in relation to any public religious observance that takes place in the name of Wesley College and, with the Principal, may determine whether what is proposed reflects the policy and polity of the Methodist Church of New Zealand – Te Haahi Weteriana o Aotearoa and the Special Character.
4. The Principal may request that the Chaplain visit the home of a student as part of the College's pastoral care obligations.

This procedure was issued by the Principal December 2020.  
This procedure will be reviewed on / before December 2023.

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**PRINCIPAL**

3 December 2020  
**DATE**