

YORK CATHOLIC DISTRICT SCHOOL BOARD



BOARD POLICY	
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CHAPLAINCY TEAMS

1. PURPOSE

The York Catholic District School Board, as an integral partner in the faith formation of its students recognizes the importance of the Chaplaincy Team in the spiritual care and nurturing of all members of the Catholic Secondary School Community. Chaplaincy teams working in harmony with the Church, the broader school community, the parishes and the parents/guardians play a pivotal role in sustaining our vision of Catholic education and in helping students become disciples of Jesus Christ.

The purpose of this policy is to affirm the pastoral role of Chaplaincy Teams that promote and strengthen spiritual relationships in the school, and with parishes, families and school communities in support of the Board's Mission, Vision, Core Values and Strategic Commitments.

2. OBJECTIVE

It is the policy of the York Catholic District School Board that a Chaplaincy Team shall be established in each Secondary school.

3. PARAMETERS

3.1 The work of the Chaplaincy Teams shall be carried out according to the guidelines and expectations of the Assembly of Catholic Bishops of Ontario and the Archdiocese of Toronto as outlined in the York Catholic District School Board document *Chaplaincy Team: Guidelines and Services*.

3.2 Chaplaincy Team Members shall hold:

- 3.2.1 An undergraduate or postgraduate university degree recognized by the Ontario College of Teachers (OCT);
- 3.2.2 Intermediate/senior qualifications as noted on their Ontario College of Teachers (OCT) qualifications record card;
- 3.2.3 In addition to the above and as a minimum:
 - i) Religious Education Specialist Additional Qualification; and/or,
 - ii) Degree in Theology, Divinity or Religious Education; and/or,
 - iii) Certification in Pastoral Ministry for Youth or Chaplaincy.

3.3 Chaplaincy Team Member applicants shall fulfill all Board and Archdiocese requirements as outlined in Appendix A prior to their appointment to the role .

4. RESPONSIBILITIES

4.1 Director of Education

4.1.1 To oversee compliance with the Chaplaincy Teams policy.

4.2 Appropriate Bishop, Archdiocese of Toronto

4.1.2 To approve annually any new members to the Chaplaincy Teams.

4.1.3 To support Chaplaincy Teams in their ongoing spiritual formation.

4.3 Superintendent of Human Resources and International Education

4.3.1 To compile and submit, on an annual basis, the Chaplaincy Team membership list to the office of the appropriate Bishop for the Archdiocese of Toronto for approval.

4.4 Principal

4.4.1 To establish and submit, on an annual basis, the Chaplaincy Team membership list to the Superintendent of Human Resources for review.

4.4.2 To provide leadership to the Chaplaincy Team to help students fulfill the Ontario Catholic School Graduate Expectations in an inclusive, loving Christian Community.

4.4.3 To provide appropriate resources and support which enable the delivery of meaningful Chaplaincy services as outlined in the *YCDSB Chaplaincy Team: Guidelines and Services* document.

4.5 Chaplaincy Team Members

4.5.1 To be spiritual leaders in the school community in accordance with the *YCDSB Chaplaincy Team: Guidelines and Services* document.

4.5.2 To support and strengthen the spiritual relationships in the school and with parishes, families and school communities.

5. DEFINITIONS

5.1 Chaplain

The title of *chaplain* will be reserved for priests or deacons in accordance with Canon Law. As such, school based staff will be considered “Chaplaincy team members”.

6. CROSS REFERENCES

Additional Documents

YCDSB Approval Requirements for Chaplaincy Positions (Appendix A)

YCDSB Chaplaincy Team: Guidelines and Services

Office of the Superintendent of Human Resources and International Education

York Catholic District School Board Approval Requirements for Chaplaincy Team Member Positions

The Vicar for Christian Education at the Archdiocese of Toronto, requests the following documents prior to approving Chaplaincy Team Member appointments:

- Pastoral reference
- Letter of reference from a Principal
- Curriculum vitae/resume
- Application form for Chaplain/Chaplaincy Team Leader for Catholic Secondary School, as provided by the Archdiocese.

It is also by request that this information be forwarded to the office of the Auxiliary Bishop via the Human Resources Department for approval prior to the appointment of Chaplaincy Team Members,

School Principals will need to inform the teacher applicant of this information and provide a letter of reference.

Completed application packages will be forwarded by the School Principal to the attention of the Superintendent of Human Resources Coordinator, Academic Services.

The Human Resource Department will forward the information to the Archdiocese for review and approval.

The Human Resources Department will inform the Principal once approval from the Archdiocese has been received.