



SHARED MISSION STATEMENT

Echuca Parish &
St Mary's Primary School Echuca
February 2025

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

a: The Parish Priest, Principal & Religious Education Co-Ordinator/CI agree to communicate regularly with each other, as required; termly

- b: An invitation via email chain will be given to the Parish Priest to attend all School advisory Council meetings, staff information sessions and significant whole school events.
- c: The School and Parish will share copies of the respective communications with the community (e.g., newsletter, email and bulletins).
- d: If issues are brought to the Parish Priest by a member of the school community they will be discussed with the principal.
- e: The Principal will communicate to the Parish Priest if they are taking extended periods of leave. The Principal will also inform the Parish Priest if the Deputy Principal or Religious Education Co-ordinator/CI is taking extended periods of leave.
- f: A list of all current staff will be given to the Priest at the beginning of each school year inclusive of VIT registration numbers.
- g: A timetable of School masses will be developed between the Parish Priest and Religious Education Co-Ordinator annually.
- h: When attending the parish council the principal or REC will share a brief report of Parish, School partnerships & future planning

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

a. Spiritual and Pastoral Formation

- 1: By invitation of the Principal, the Parish Priest will support staff formation and development in the school.
- 2: Weekly masses/liturgy will occur at the church or school, as agreed upon by the Religious Education Co-Ordinator.
- 3: The school and the Parish will coordinate feast day activities, where appropriate.
- 4: Induction and commissioning of new staff will occur @ opening year mass with a meet & greet with the parish priest
- 5: Community Masses will be advertised and encourage family attendance and participation termly.

b. Sacramental Programs and the Reception of the Sacraments

- 1: The Sacramental Program is Parish based and school supported.
- 2: Sacramental meetings can be held at school if required.
 - 1.1 Eucharist/ Confirmation is celebrated in Year 4 + - generally in February/March
 - 1.2 Reconciliation is celebrated in Year 3 – generally October
- 3: Teachers from Sacramental year levels are encouraged to support learners during Parish based programs and attend a meeting and the sacrament in support of faith journey

c. Engagement in Parish Ministries

- 1: Opportunities will be provided by the Parish for staff to participate and train as lectors and special ministers.
- 2: Opportunities will be provided for classes attending weekly masses to be involved in Liturgical music and movement if appropriate.
- 3: Opportunities will be provided for engagement with parishioners, ensuring the relevant child safeguarding protocols have been adhered to.

4. Pastoral Support Arrangements

a. Pastoral Support of Families

- 1: There will be confidential communication between the Principal & Parish Priest concerning families and staff members with particular needs and the support they can be offered by the school and the Parish.
- 2: The school and Parish will work together to support initiatives such as project compassion and Christmas hampers.

b. Pastoral Support

- 1: By invitation of the principal, the Parish Priest will provide pastoral support for school staff.

c. Enrolment Processes

- 1: The Principal will keep the Parish Priest informed of enrolment trends regularly.
- 2: The Parish Priest will be invited to attend Foundation enrolment meetings.

5. Senior Staff Appointments

- a. 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.
- b. The Parish Priest or his nominee will be informed and consulted concerning all Deputy Principal and Religious Education Coordinator appointments.

6. Parish School Facilities and Planning

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

- 1: The Principal and the Parish Priest will communicate with each other through regular meetings of any major maintenance activities or changes to facilities.

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 School

Signed for and on behalf of *[Enter Parish Name and School Name]* by

.....
Parish Priest/Administrator Signature

Father Novielito Lim
Parish Priest/Administrator

Date: 3rd February 2025

.....
School Principal Signature

Jasmine Ryan
School Principal

Date: 3rd February 2025

Witness signatures are also optional if desired by either party.

.....
Witness One Signature

[Insert Name]
Witness One

Date: *[Enter date]*

.....
Witness Two Signature

[Insert Name]
Witness Two

Date: *[Enter date]*