



Policy No. II-17

Pastoral Reference

Adopted:

April 29, 1980

Last Reviewed/Revised:

December 19, 2023

Next Scheduled Review: 2026-2027

Associated Policies & Procedures: N/A

Purpose

Halton Catholic District School Board (HCDSB) recognizes that the school system gives pre-eminence to the teaching of the Catholic faith to all students. The HCDSB shall obtain a pastoral reference from the Bishop of the Diocese of Hamilton for all new hires of the HCDSB Teachers, Principals, Vice-Principals, Designated Early Childhood Educators, and Chaplains, and must have a high regard for the truths and attitudes found within the Catholic Church.

Application and Scope

This policy applies to all teaching staff, including Principals, Vice-Principals, Designated Early Childhood Educators, and Chaplains employed, or seeking employment with the HCDSB.

References

[Constitution Act, 1982: Canadian Charter of Rights and Freedoms](#)

[Ontario Human Rights Code](#)

Dispositions

It is the policy of the Halton Catholic District School Board that the HCDSB shall obtain a pastoral reference when:

- one seeks employment with the HCDSB; or,
- one is hired as a permanent position if the pastoral reference is older than one year; or,
- one applies for a position of responsibility within the HCDSB; or,
- one is hired as a permanent position if the HCDSB directs.

Pastoral Reference:

A pastoral reference is defined as a letter of support from:

- the pastor of the parish in which the applicant resides; and/or,
 - the pastor of the parish in which the applicant resided prior to their current residence; and/or,
 - the pastor of the parish in which the applicant resided during their time of full-time residency at a post secondary institution, a letter of support from the post-secondary chaplain; and,
- dated within the last 12 months from the date of application.

APPROVED BY:

DEBRA M. H. GILBERT

AUTHORIZED BY:

Chair of the Board