

School Student Leaders Policy



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DEVELOPING OUR STUDENT LEADERS

One of the privileges of educating young people is to work with our student leaders. Helping them to develop skills which will enable them to participate in many ways both in schools and later as citizens in the wider community is one of our most important tasks.

The value of students developing skills in decision making and in developing understanding of the rights and responsibilities of living in a community that values social justice is enormous.

They are able to demonstrate these values and skills to their peers, and make a real contribution to strengthening the school and its community.



RATIONALE

In today's changing world, our school leaders need to be given opportunities to develop leadership skills that will enable them to actively participate in the decision-making process.

Our school leaders must reflect on their role, set targets and assess their effectiveness in education and the wider community.

The student leadership team involves student input in recognising and acknowledging the contribution they make to leadership and decision making within the school.

Student leadership activities link strongly with learning about citizenship and the processes involved in a democracy. They can assist all students to learn about, and exercise their rights and responsibilities of participating in a community that values social justice.

INTENDED OUTCOMES

Student leaders will develop skills for positive socially responsible participation.

Student leaders understand that their views are important and they can have an influence on what happens in the school.

Student leaders will apply leadership skills to initiatives which strengthen the school and its community.



PROCEDURES FOR SCHOOL LEADER SELECTIONS

1. Year 5 students are provided with the criteria required by students who wish to nominate for school leader and the responsibilities that accompany the position.
2. All Year 5 students who are eligible for nomination will be able to nominate themselves or be nominated by a peer. If nominated by a peer, a student has the right to decline the nomination. Each nomination must be seconded in order to be considered.
3. School Staff will view the nominations, to ensure all nominees **fulfil the position criteria** (listed below) and are of good character. Sentral records will be consulted at this stage to assess the nominee's behaviour in upholding school expectations.
Please note the procedures below, for determining if a Year 5 student is ineligible to run for a school leader role.
4. If there are more than twenty candidates nominated Year 5 students will vote to reduce the list to the required number of twenty. During this process Year 5 students will be issued with one ballot paper where they can vote for three (3) candidates.
5. The successful candidates (20) will write a speech, which should include an outline of how they meet the three requirements of Respect for self, others and community to present at a later assembly.
6. Each candidate will deliver their speech at a special assembly. If needed, the candidate speeches will be split over two separate assemblies. The audience will include all students in Years 2 – 6 and available staff.
7. Using a ballot paper, students will vote after the speeches. Each student will be granted three votes for their leaders of choice.
8. The successful ten candidates who obtain the most votes are elected as school leaders.
9. The two candidates with the highest vote are declared captains, the next two highest vice captains and the remaining six are declared prefects. The leadership team will be announced at a school assembly. Captains and vice captains will be announced and presented with their badges on Presentation Day.

Procedure for Year 5 student to become ineligible to nominate for a school leader, house captain or parliamentary position.

With privilege comes responsibility and consequences for actions. Any prospective school leader found to be in breach of the school's expectations of 'Respect for self, others and community', will be subject to the following guidelines to determine suitability for all positions.

1. 3 majors recorded in Year 5 – eligibility reviewed by School Executive.
2. 4 or more majors recorded in Year 5 – student is ineligible.

Position Criteria for School Leaders

It is expected that a school leader will:

- show the ability to make decisions for themselves and without peer pressure
- demonstrate exemplary behaviour while acting with integrity, honesty and respect.
- show a willingness to be involved in extracurricular activities.
- display initiative.
- works well as a team member.
- possesses strong communication skills. (written / verbal, reflective listening.)

A student will not be considered for the position if they do not fulfil all the outlined criteria for school leaders (as listed above).

Job Expectations

- running assemblies
 - morning
 - weekly
- welcoming visitors to our school
- representing the school at functions
- assisting with Kindergarten Orientation Day activities
- communication around the school
- upholding Berowra Public School values.



School Leadership Timeline

- a. Students/parents are given the leadership policy.
- b. Students are informed of upcoming nominations during Term 4 and are given access to the position criteria, job expectations and responsibilities.
- c. A meeting of all year 5 students takes place and students are given an opportunity to make a nomination.
- d. The list of nominated students is put to staff. Staff discusses each nominee's candidature in relation to their Sentral behaviour records.
- e. If more than twenty students have been successful nominees Year 5 vote to reduce the number of candidates to twenty.
- f. Successful candidates are informed of their selection and are given the necessary documentation to take home and discuss with their parents/caregivers.
- g. Candidates return the required paperwork and prepare a speech to present at a later date.
- h. Candidates present their speech to an audience of staff and all Year 2 – 6 students.
- i. Year 2 – 6 students allocate their three votes for candidates.
- j. Votes are tallied and the ten candidates with the highest number of votes are informed of their success in obtaining student leader status, but not their actual rank.
- k. At the Presentation Day assembly, captains and vice captains are announced and the leadership team are presented with their badges.

Leader's Code of Conduct

Students who are elected by their peers and staff have an important responsibility to represent Berowra Public School in the best possible light.

They are expected to:

- always be in school uniform
- always follow school rules
- be helpful, thoughtful and respectful to other students
- take on leadership roles as requested.

Procedure for Disciplinary Action of a School Leader

With privilege comes responsibility and consequences for actions. Any school leader found to be in breach of the Position Criteria, expectations and responsibilities will be presented with the following disciplinary action:

- 1 major recorded incident - official warning.
- 2 major recorded incidents - lose their badge for one month.
- 3 major recorded incidents - lose their badge permanently.

Continued negative behavior that does not follow school expectations may affect attendance at one or more of the following events:-

- PSSA Sport
- Representative sport teams (for example: Zone, Area, Knock out teams)
- Excursions
- Overnight excursions
- Year 6 Mini Fete
- Year 6 Farewell



Sports Leaders

Berowra Public School has four Sports Houses – Kangaroos, Koalas, Emus and Wombats. Each year, two students are voted in as sports leaders, by other students who are in the same house. Leaders will be announced and badges presented at the School Presentation Day Assembly.

In order to be eligible to stand for a sports leader position, Year 5 students will need to be nominated by themselves or one of their Year 5 peers. Each nomination must then be seconded.

The nominated students will be required to submit a parental permission note.

A student will not be considered for the position if they do not fulfil the outlined criteria for sports leaders (as per attached).

Each nominee will give a speech to their fellow sporting house members (Years 2 – 6) as to why they would make a good sports leader.

Usually sport leader elections will take place after the school prefect leadership team has been announced. However in the event that this is not possible students may nominate those who have also nominated for a school leadership position. If an elected student gains a prefect leadership position then the next highest vote getter will take their place as sports leader.



Position Criteria

It is expected that a sports leader will:

- display exemplary behaviour
- demonstrate Respect for Self, Others and Community at all times
- set a good example to other students in regards to sportspersonship and participation in sport

Job Expectations

- possible monitoring and delivering of sports equipment
- leading their house at sports events
- participating in sports to the best of their ability
- place and retrieve post pads daily
- collection of house points

Sports Leader Code of Conduct

Students who are elected by their peers and staff have a big responsibility to represent Berowra Public School in the best possible light.

They are expected to:

- always be in school uniform
- always follow school rules
- be helpful, thoughtful and respectful to other students
- take on leadership roles as requested.

Procedure for Disciplinary Action of a Sports Leader

With privilege comes responsibility and consequences for actions. Any sports leader found to be in breach of the position criteria, expectations and responsibilities will be presented with the following disciplinary action:

- 1 major recorded incident - official warning.
- 2 major recorded incidents - lose their badge for one month.
- 3 major recorded incidents - lose their badge permanently.

Continued negative behavior that does not follow school expectations may affect attendance at one or more of the following events:-

- PSSA Sport
- Representative sport teams (for example: Zone, Area, Knock out teams)
- Excursions
- Overnight excursions
- Year 6 Mini Fete
- Year 6 Farewell

Sports Leader Timeline

- a. Students/parents are given the sports leadership policy at the beginning of the school year.
- b. Year 5 students are informed of upcoming nominations during Term 4 and are given access to the position criteria, job expectations and responsibilities.
- c. A meeting of all Year 5 students takes place and students are given an opportunity to make a nomination.
- d. The list of nominated students is put to staff. Staff discusses each nominee's candidature in relation to their Sentral behaviour records.
- e. Successful candidates are informed of their selection and are given permission notes and documentation to take home and discuss with their parents/caregivers.
- f. Candidates return the required paperwork and prepare a speech to present to their sporting house at a later date.

- g. Candidates present their speech to an audience of Year 2 – 6 members of their sporting house.
- h. Year 2 – 6 students allocate their one vote to elect candidates.
- i. Votes are tallied and the two candidates in each house with the highest number of votes are announced as sports leaders and presented with their badges at the School Presentation Day Assembly.

Parliamentarian Code of Conduct

Students who are elected by their peers have a big responsibility to represent Berowra Public School in the best possible light.

They are expected to:

- Always be in school uniform
- Always follow school rules
- Be helpful, thoughtful and respectful to other students
- Take on leadership roles as requested.

Procedure for disciplinary action of a Parliamentarian

With privilege comes responsibility and consequences for actions. Any parliamentarian found to be in breach of the position criteria, expectations and responsibilities will be presented with the following disciplinary action:

- 1 major recorded incident - official warning.
- 2 major recorded incidents - lose their badge for one month.
- 3 major recorded incidents - lose their badge permanently.

Continued negative behavior that does not follow school expectations may affect attendance at one or more of the following events:-

- PSSA Sport
- Representative sport teams (for example: Zone, Area, Knock out teams)
- Excursions
- Overnight excursions
- Year 6 Mini Fete
- Year 6 Farewell

Position Criteria for Parliamentarians

- Show the ability to make decisions by themselves and without peer pressure
- Demonstrate exemplary behaviour while acting with integrity, honesty and respect.
- Show a willingness to be involved in extracurricular activities
- Display initiative
- Work well as a team member

Possess strong communication skills (written, verbal, reflective listening).

Roles

Parliamentary Position	Portfolio expectations
Prime Minister	Run parliament Conduct voting Thank you speeches Write Thank you letters Represent the school on special occasions
Treasurer	Parliamentary budget – organise with the office Mufti Day money collection Charities
Secretary	Parliamentary record keeping Minutes publish in Crest Collect the motions from the classes prior to parliament Present the motions at Parliament Present a parliamentary report at each meeting
Minister for Sport	Post pads – put out in the morning and bring in before the end of school and if raining. Organise sports store room Monitor the condition of sports equipment Help teachers get equipment for PE and sport

Minister for Education	<p>Set up assemblies</p> <p>Set up Parliament</p> <p>Set up special assemblies like dance and drama</p> <p>Notifying about mufti days</p> <p>Charities</p>
Minister for Communication	<p>Update the advertising boards each week</p> <p>Help organise displays in hall and foyer</p> <p>Help display awards won by the school</p> <p>Take down posters after an event</p>
Minister for Functions and Services	<p>Advertise mufti days</p> <p>Collect money on mufti days</p> <p>Help co-ordinate ideas for the Year 6 gift to the school after the mini fete</p> <p>Advertise charity days and special events</p>
Minister for Research and Technology	<p>Support computer technology</p> <p>Help Kindergarten with log ins</p> <p>Help with charging of devices in other class rooms when needed</p> <p>Help with borrowing in the library</p>
Minister for Health and Safety	<p>Welcome visitors on Kindergarten Orientation Day</p> <p>Put up Crunch and Sip posters</p> <p>Help with Premier's Sporting Challenge</p> <p>Return lunch baskets to the canteen</p>
Minister for the Environment	<p>Help with gardens</p> <p>Help compile a roster for watering</p> <p>Help organise Clean Up Australia Day</p> <p>Put recycling bins in and out each fortnight</p>
Minister for Trade	<p>Lost Property – school</p> <p>Lost property – after carnivals</p> <p>Lunch boxes</p> <p>Announce events</p>
Sergeant of Arms	<p>Keep control in all assemblies</p> <p>Ring the bells in Parliament</p> <p>Give out stickers in parliament</p> <p>Count votes in Parliament</p>

Parliamentarian Timeline:

- a. Students/parents are given the Parliament procedure at the beginning of the year as part of the Berowra Public School Leadership Policy
- b. Year 5 students are informed of the upcoming nominations during Term 4 and are given access to the position criteria, job expectations and responsibilities for Parliamentarians.
- c. After Presentation Day, a meeting of all Year 5 students takes place and students are given the opportunity to nominate themselves for a parliamentary position.
- d. At a convenient time after nominations, Year 5 vote for the Parliamentary positions by the way of a ballot paper.
- e. Votes are tallied and the students with the highest number of votes per position, will be the Parliamentarians for the following year.
- f. Positions are announced on the last Parliament for the year.

