



# Kurmond Public School

*Effort Courtesy Safety Responsibility Achievement*

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## Student Leadership Policy

The development of student leadership forms the basis of a positive student involvement K-6. All students will be provided with the opportunity to take part in leadership programs. At Kurmond Public School, student leadership will be developed through the following strategies:

- School Leaders and Sport Leaders
- Student Representative Council
- Library Monitors

### PROCEDURE FOR ELECTING SCHOOL LEADERS

#### Eligibility of students for nomination

- All Year 5 students are eligible.

#### Essential criteria

- Demonstrated school spirit.
- Correctly wearing the school uniform and leadership badges with pride.
- Demonstrated commitment to our school's values
  - ❖ Courtesy
  - ❖ Responsibility
  - ❖ Safety
- Demonstrated reliability.
- Demonstrated ability to communicate effectively with staff and peers.

#### Role Description

- To provide leadership to the student body.
- To represent and speak publicly on behalf of the student body at school functions.
- To run weekly assemblies and assist staff as required.

#### Nomination Process

- Year 5 may nominate for the position.
- Nominees are required to provide a written statement supporting their nomination in regards to the essential criteria with reference to our school's expectations.
- Nominees are required to submit a slogan they would use if successful as a candidate.
- Nominations will be taken by the Primary Assistant Principal/ Stage 3 teachers during Term 4.

#### If there are more than 8 nominees:

##### Peer panel pre-selection of the nominees

- The current Year 5 student body will listen to a one minute speech from nominees and vote for their preferred candidates, 2 students to form the 8 candidates.
- A maximum of 8 candidates will be selected.
- Suitable candidates will be notified in writing and permitted to proceed to the Election stage.
- Unsuccessful candidates will be notified by writing and will not proceed to the Election stage.
- The decision of the Year 5 student body is final.

#### Election stage

- Candidates will be introduced to the student body (Year K – 6) and asked to present a speech.
- Guidelines for speeches – what a leader should be, how the candidate will fulfil the role, personal qualities in relation to the school expectations (PBL values) (1-2 minutes).

*Kurmond Public School Student Leadership Policy reviewed April 2021*

- Students are reminded to consider voting for candidates they believe will best fit the role of leaders of the school.
- Students in Years K-6 will be given ballot papers to vote for 2 students.
- Teachers will also vote for 2 students.
- Votes will be tallied by representatives from the Executive.
- The first 4 candidates with the highest number of votes will be deemed the Student Leaders. In the event that there is a gender imbalance in a particular cohort the Stage 3 Supervisor and the Executive Team will ensure there is fair representation on the Student Leadership Team.
- Notification of result – an announcement of the result will be made to the nominees as a group with individual letters. Students will have an opportunity to read the letters at school or at home. Nominees will not be informed of what position they hold until Presentation Day. The broader school community will be informed on Presentation Day.

School Leaders and Sport Leaders will be inducted at the Presentation Ceremony

### **STUDENT REPRESENTATIVE COUNCIL - SRC**

The role of the SRC will be to provide all students with a forum to present and discuss issues which affect them. They will also undertake charity fundraising to be determined at the beginning of each year. The SRC will operate within the following guidelines:

- A teacher or teachers will be appointed as the SRC Patron/Coordinator each year.
- School Leaders form the SRC executive.
- Students from Years 1 to Year 6 are eligible for election to the SRC.
- A class election is to be held by Week 4 of Term 1 each year, to elect two representatives to the SRC.
- Students who held the position in the previous year are ineligible for election.
- Students who currently hold a leadership position are ineligible for election.
- SRC Meetings will be convened by the SRC Patron/Coordinator monthly.
- Issues presented or considered by SRC representatives should be discussed in class meetings prior to the SRC monthly meeting.

The Student Representative Council will be inducted at an assembly to be held in Week 5 of Term 1.

The Student Representative Council (SRC) is the voice of the student body. It is formed by the following members:

- School Leaders
- Class Representatives - 2 from each class
- SRC Patron / Coordinator
- Principal

### **Roles and Responsibilities of a SRC Member**

#### **Roles**

- Communicate information between the class and the Student Representative Council.
- Assist in the decision making process to ensure all members of the community have an input into school events during SRC meetings.

#### **Responsibilities**

- Abide by Kurmond Public School's codes, policies and school expectations.
- Be a positive role model for all students at Kurmond Public School.
- Complete all roles and responsibilities to the best of their ability.
- Represent the school with pride by wearing school uniform and SRC badge.
- Attend SRC meetings regularly.
- Discuss relevant issues from their class with the SRC.
- Report back to the class relevant information and decisions from the SRC meetings.

## SRC Meetings

Meetings will be held monthly or as the need arises. Student Councillors will have opportunities to participate in learning experiences involving:

- Informing parents and students by contributing to the school newsletter.
- Recording the minutes of meetings and reporting these to peers.
- Sending letters to community groups or sponsors.
- Reporting and presenting at assemblies.
- Recycling school waste and other ecologically sustainable practices.
- Supporting fundraising initiatives and special events.
- Caring for the school and its surrounding gardens.
- Organising social or sporting activities.

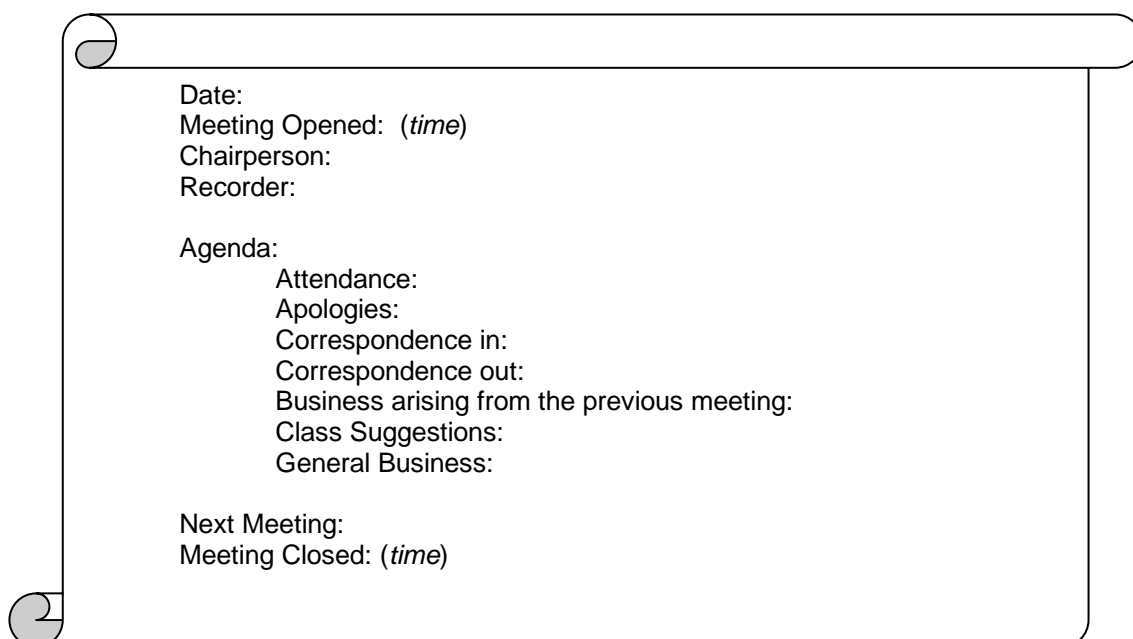
## Class Meetings

To ensure the success of the Student Representative Council we ask that all classes set aside 10 minutes monthly for a meeting. It is beneficial to hold this meeting on the same day and at a set time each week. This will provide all students with the opportunity to raise and discuss issues and concerns within the school, and ensure that the Student Council Representatives have the opportunity to provide feedback to their classes. During class meetings the role of Councillors is to:

- Seek opinions and ideas.
- Report back from SRC meetings.
- Seek responses to suggestions.
- Advertise forthcoming events.

## Records of Meetings

- Notes of the SRC meetings will be recorded in the following format:



Date:  
Meeting Opened: *(time)*  
Chairperson:  
Recorder:

Agenda:  
Attendance:  
Apologies:  
Correspondence in:  
Correspondence out:  
Business arising from the previous meeting:  
Class Suggestions:  
General Business:

Next Meeting:  
Meeting Closed: *(time)*

## **Sport Leaders**

The role of the Sport Leaders is to provide leadership and assistance to students and teachers during stage sport activities and whole school sporting events and to engender sports house spirit. Sport leaders will operate within the following guidelines:

- House Meetings will be held in Week 7/8 of Term 4 to vote for Sport Leaders for each of the school's sports houses.
- Two Sport Leaders will be elected from Year 6 if numbers permit.
- Students who currently hold a leadership position are ineligible for election.

## **Roles and Responsibilities of a Sport Leader**

### **Roles**

- Maintain daily playground sports equipment on a regular basis.
- Assist the staff in the organisation of carnivals and sporting events.
- Lead their House at carnivals and sporting events.
- Host and lead sport assemblies.

### **Responsibilities**

- Abide by Kurmond Public School's codes, policies and school expectations.
- Be a positive role model for all students at Kurmond Public School.
- Complete all roles and responsibilities to the best of their ability.
- Represent the school with pride by wearing school uniform and Sport Leader badge.

Sport leaders will be inducted at the end of year Presentation Ceremony.

## **Library Monitors**

The role of the Library Monitors is to provide leadership and assistance to students and teachers in the School Library.

Library Monitors will operate within the following guidelines:

## **Roles and Responsibilities of a Library Monitor**

### **Roles**

- Maintain Library equipment on a regular basis.
- Assist the staff in the organisation of Library resources and equipment.
- Assist the teacher on duty during lunchtimes.

### **Responsibilities**

- Complete all roles and responsibilities to the best of their ability.
- Punctually adhere to the timetable set by the Teacher Librarian.
- Borrow and return Library resources as requested by the Teacher Librarian.
- Assist students to find and use resources in the Library during lunchtimes.
- Help the Teacher Librarian ensure that the Library is tidy and organised.

The Library Monitors will be inducted at the Term 1 Week 5 assembly.