



WINSTON HEIGHTS PUBLIC SCHOOL

Student Leadership Procedures

Student Leadership

Rationale

Student leadership links naturally with learning about the processes of democracy and the responsibilities of citizenship. Providing opportunities and maximising the participation of students in leadership roles support these concepts and understandings. In this way, students develop their capacity to lead and to influence others in a responsible manner.

The promotion of students as leaders is a priority of Winston Heights Public School. Students of all ages are encouraged to accept leadership roles within the school, within the class and within small work groups.

Leadership roles should be seen by the students as useful and worthwhile and should give student leaders a sense of purpose and a feeling of achievement.

The expectations of the elected student leadership: School Captains, House Captains and the Student Representative Council (SRC) are generally higher than those held for the general student body. All elected student leaders are required to uphold their Pledge of Office and follow the School Rules at all times.

Aim

To establish, foster and promote leadership opportunities across the school.

Specific Duties

School Captains and Vice Captains will:

- conduct important assemblies such as Presentation Day;
- conduct (or assist the class conducting) Whole School Assemblies;
- be involved on special occasions such as greeting and thanking visitors;
- conduct Student Representative Council meetings;
- actively carry out designated tasks and responsibilities; and
- be of general assistance to all members of staff, students, parents and visitors.

House Captains and Vice Captains will:

- contribute to House Meetings to plan for Swimming, Cross Country and Athletics Carnivals;
- actively carry out designated tasks and responsibilities;
- encourage House Spirit at all sporting events; and
- be of general assistance to all members of staff, students and visitors, particularly at all sporting events.

SRC Class Representatives will:

- attend all SRC meetings;
- present the ideas of the class at SRC meetings;
- assist with the planning and implementation of SRC projects;
- assist other students when required; and
- be of general assistance to all members of staff, students, parents and visitors.

Loss of Position

Should a student elected to a leadership role not abide by their pledge and not fulfil their responsibilities, they may be removed from that position. Following formal complaints by members of the school community and depending on the severity of the behaviour, action will be taken as follows:

1. Warning and counselling by the Principal and/or School Executive member;
2. Loss of position (badge & privileges) the Principal will determine the length of loss of position;
3. Loss of position (badge & privileges) for the rest of the year.

Election of Students to Leadership Positions

School Captains

School Captains and Vice Captains will be elected each year from Year 5 students. In order to be considered for election to these positions, students must be able to demonstrate that they:

- have been cooperative in the classroom and in the playground
- are a positive role model for others
- wear full school uniform regularly
- have been an active participant in a range of school activities
- display exemplary behaviour

Nominations

Students in Year 5 may self nominate for election. All nominees will be required to complete a nomination form which will detail why the nominee should be chosen as one of the 5 boy or 5 girl candidates to contest the School Leadership Election. The nomination must be endorsed by the teaching staff.

Nominations not endorsed by a teacher because the candidate is seen as unsuitable for the position of school leader, will be tabled at an Executive and Stage 3 meeting for discussion before the nomination is declined or endorsed. Only the criteria above may be used for this purpose, supported by documented evidence. The whole staff will be kept informed of the election process following each stage of the proceedings.

(NB. All students wishing to stand for a student leadership position must complete a nomination form. If students ONLY wish to be considered for a House Captain or House Vice Captain, they should tick the box indicating this. These students will not be included in the pre-poll vote to select candidates).

Pre-Poll Vote / Selecting Candidates

On receipt of nominations, a pre-poll vote will be held among Year 5 peers. This will allow the senior students to select 10 candidates (5 girls and 5 boys), by voting for up to three boys and three girls, indicated 1 to 3 on the ballot paper.

(Please note: The final balance of males/females elected to the student body may be adjusted according to the gender balance of the cohort, but should contain at least 1 boy and at least 1 girl.)

Speeches and Voting

Selected candidates will then be required to prepare and deliver a 2 minute speech at a whole school assembly. The speech will clearly detail why the candidate should be elected to the position of School Captain and how they will approach the role. Candidates will also deliver their prepared speech to the Principal at least 3 school days prior to the whole school assembly.

A vote will follow with Year 3 to Year 5 students and staff members voting to select up to 3 candidates from the list of girls and up to 3 from the list of boys.

(Note: In preparation for the vote for captains, Years 3 and 4 students will discuss the leadership qualities of a captain with their class teacher. In this way, students will be better able to choose candidates who can demonstrate the desired leadership qualities).

Votes will be counted by the Principal and coordinating Assisting Principal.

The 2 boys and 2 girls with the most votes will be elected as leaders for the following year. The boy and girl with the highest number of votes will be elected as School Captain.

(Please note: where the cohort of students is unevenly balanced - The 4 students with the most votes will be elected as leaders for the following year. The boy and girl with the highest number of votes will be elected as School Captain).

Announcement and Presentation

The names of the students elected as School Captains will be announced to the students at the Annual Presentation Day Assembly. At this assembly the Leaders will receive their badges and acknowledge their willingness to accept the position with the Leaders' Pledge.

Leaders' Pledge

"As captains and vice captains of Winston Heights Public School,
We pledge to carry out our duties at all times, in an honest and diligent manner and to the best of our ability.

We promise to uphold the rules of this school and assist the teaching staff to provide a positive school environment.

We will show leadership to our fellow students by setting an example others will follow.

We are proud to represent our school, our families and our community

We will strive to make Winston Heights a happy and secure place for all students."

House Captains

All houses will hold a house meeting to elect House Captains. The House Captains and Vice Captains positions may only be contested by students who have completed a student leadership nomination form.

(Please note: students may choose to nominate for House captains / vice captains positions only – but they must tick the relevant box to indicate this on the nomination form).

This meeting will be conducted after the School Leaders' Election. Students in Years 3 – 5 will attend the meeting. Teachers assigned to the houses will conduct a 'show of hands' ballot.

If a student has been elected as a School Captain / Vice Captain they may not be a House Captain.

House Captains will receive their badges at the Sports Presentation Assembly.

House Captains' Promise

When presented at assembly, the House Captains and Vice Captains will also repeat the Leaders' Pledge. Whilst the following promise is not said at this time, House Captains and Vice-Captains are expected to abide by it.

"As a House Captain, elected by the students of Winston Heights Public School I will always endeavour to:

- be a positive sporting role model for all students
- uphold the school rules at all times
- attend sport carnivals
- encourage house participation at all sporting events
- display good sportsmanship
- wear full school uniform everyday

I promise to do my best for Winston Heights Public School and I agree to abide by the responsibilities set out for me above."

Student Representative Council Class Representatives

Early in Term 1 the class teacher will conduct a class meeting to elect two SRC representatives for Years 1-6. Students may not be a class representative for two consecutive years. SRC members will receive their badges at an **SRC Induction Assembly** during one of the weekly K-6 assemblies.

Kindergarten SRC will be elected in Term 2. Where classes are Multi-stage or Composite or Stage then one representative will be selected from each grade.

SRC Promise

Students standing as an SRC class representative should be willing to fulfill the following promise:

"As an SRC member elected by the members of my class I will always endeavour to:

- conscientiously undertake all allocated tasks.
- be a positive role model for all students
- listen carefully at all meetings.
- take discussion points back to my class
- bring suggestions from my class
- represent the school well at SRC functions.

I promise to do my best for Winston Heights Public School and I agree to abide by the responsibilities set out for me above."