



Student Leadership Policy

Maroubra Junction Public School

RATIONALE

Providing students with authentic leadership opportunities is an important part of their development. It allows students to develop confidence, personal strength, commitment, initiative and responsibility.

At Maroubra Junction Public School, we recognise that every student has the capacity to lead an activity at some point. There can be many kinds of student leaders, both formal and informal, and that the kind of leadership skills they have will be demonstrated and developed in many situations relating to individual interests, talents and strengths.

The school aims to develop leadership skills within all students through activities which allow them to practise communication, cooperation, problem solving, time management, self-reliance and teamwork.

Aims:

- develop student leadership capacity in a supportive school environment
- provide a mechanism for students to assist in strengthening the school and its community, and to serve as inspiration to other students to do their best
- offer the opportunity for development of personal strength, commitment, leadership, initiative and responsibility, by providing a range of leadership opportunities tailored to different personality types, ages and needs.

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Formal Student Leadership Positions

The school offers formal leadership positions for students in Year 6. A girl and boy are elected for the following positions: School Captain, Vice Captain, Prefects, House Captain or House Vice Captain. The election processes for these positions are outlined below.

Guidelines:

- Students may only hold one leadership position at a time
- Each leadership position will be made available for equal numbers of boys and girls, unless there are no students of a particular gender wishing to apply for the position or there is a gender imbalance
- Student will not be eligible for a leadership position if, at the time of selection, they are on a Behaviour Action Plan
- The responsibilities and opportunities attached to each leadership role will be made clear to students before voting occurs

- Students will be expected to follow the Student Leaders' Code of Conduct
- Student Leaders who are not upholding the Student Leaders' Code of Conduct will receive consequences consistent with the school's Student Behaviour Plan. Students breaking the core value code will be counselled about the implications of their leadership position by the Principal. Students who are on a Behaviour Action Plan will lose their position for the period of the contract.

Principal to use discretion in exceptional circumstances.

ELECTION PROCESS for School Captain, Vice Captain and Prefect Positions

Year 5 students and parents are informed of Student Leadership Election process from the start of the new school year.

In Term 4, the Stage 3 Assistant Principal and Stage 3 teachers will run leadership workshops with Year 5 students where responsibilities and expectations of the School Captain, School Vice Captain and School Prefect roles are explained. The workshops will also explore in more detail what it means to be a leader, qualities of a good leader and the steps needed to make a change within the school environment.

- **School Captains – 1 Boy and 1 Girl**
- **School Vice Captains - 1 Boy and 1 Girl**
- **Prefects - 2 Boys and 2 Girls**

There will be two rounds of speech delivery and voting in the election process.

Round 1

During Round 1, all nominated candidates will deliver their speeches to the Year 5 student body ONLY. The candidates will be short listed by their Year 5 peers, through the voting process.

The workshops will also explore in more detail what it means to be a leader, qualities of a good leader and the steps needed to make a change within the school environment.

Round 2

The short listed candidates will present their speech to the Year 2- 5 student body and staff.

Process for Students: ROUND 1

1. Students/Peers nominate others / themselves for Round 1. As the House Captain elections are held before the Student Leadership elections, students may nominate themselves for both.
2. Ballot created
3. Candidates design a campaign poster which will be displayed for a week for students to peruse.
4. The poster needs to contain:
 - name in big, bold writing
 - a current photograph
 - Contain information about:
 - Their contribution to the school and school community
 - What they believe a student leader does and the responsibilities they have;
 - Why the students should elect them;
 - What improvements they could implement at the school for their peers.
5. Students will then present a sensible election speech which is not longer than 2 minutes in length to the Year 5 Student Body ONLY. No props will be used. The speech should outline
 - What they believe being a student leader is all about
 - Why they should be elected as a student leader
 - What improvements they could implement at the school for their peers.

One week before the speech is presented, the candidates must show and provide a photocopy of their speech to the Stage 3 Assistant Principal to ensure it meets the above requirements. The speech can not be changed after this date.

At no time are the candidates allowed to give bribes to the other students in any year to influence their vote. If the candidates do so they will be disqualified from the elections.

6. Voting will take place on the same day as the speeches. There will be a boy ballot paper and a girl ballot paper with a photo next to the candidate's name. The order of the ballot paper will be determined from drawing a candidate's name out of a hat.

The Year 5 student body will vote for 3 girls and 3 boys, by placing the numbers 1 to 3, 1 being their most preferred candidate. Each vote is worth one point. Votes will be counted by the Stage 3 Assistant Principal and the 8 highest votes for girls and the 8 highest votes for boys will create a short list of 16 candidates for Round 2. Students will be informed of the results within 2 days by the Principal.

Process for Students: ROUND 2

1. The short listed candidates will be announced to the Year 2 to 5 student body and school community. Their campaign posters will be displayed in the school office and the candidates will visit the Year 2 to 4 classes with their poster.

2. On a selected date, the short listed candidates will deliver their speech to the Year 2 to 5 student body and staff at the Student Leader Election Assembly. This speech will be the same speech they delivered during Round 1.

At no time are the candidates allowed to give bribes to the other students in any year to influence their vote. If the candidates do so they will be disqualified from the elections.

3. Voting will take place on the same day as the speeches. There will be a boy ballot paper and a girl ballot paper with a photo next to the candidate's name. The order of the ballot paper and speeches will be determined from drawing a candidate's name out of a hat.

The Year 2 to 5 student body will vote for 3 girls and 3 boys, by placing the numbers 1 to 3, 1

being their most preferred candidate.

Votes are weighted to each grade with Year 5 students receiving 2 votes and all other students (Years 2, 3 and 4) and staff receiving one vote.

Highest Vote: School Captains, 1 boy and 1 girl

Next Highest Vote: School Vice Captains, 1 boy and 1 girl

Next Highest Votes: School Prefects, 2 boys and 2 girls.

If there is a tie of highest votes for boys or girls, the second preference votes will be counted to determine the student leader/s.

4. Candidates will be informed of the results before the Recognition Day assembly. The candidates will be told the 8 elected students. However, their elected position will be not be announced until the Recognition Day assembly. Elected leaders will be announced to the whole school and presented with their badges at the Recognition Day Assembly at the end of Term 4.

ELECTION PROCESS for House Captain and Vice Captain Positions

1. Students/Peers nominate others/themselves prior to House Meeting held in the middle of Term 4. As the House Captain elections are held before the Student Leadership elections, students may nominate themselves for both

2. Ballot created for each House Group

3. Students plan a short speech less than 2 minutes for the day of the House Meeting which will be advertised to the candidates in the school newsletter.

4. Voting –will take place on the same day as the speeches in the house meeting. There is a boy ballot paper and a girl ballot paper with a photo next to the candidate's name. The order of the ballot paper will be determined from drawing the candidate's name out of a hat.

5. Elected leaders will be announced after the completion of the Student leadership elections and presented with their badges at the Recognition Day Assembly at the end of Term 4.

Highest Vote from each house: House Captains – 1 Boy and 1 Girl

Next Highest Vote from each house: House Vice Captains 1 Boy and 1 Girl

If there is a tie of highest votes for boys or girls, the second preference votes will be counted to determine the house/vice captain.

Roles and Responsibilities

- **School Captains, School Vice Captains and Prefects**
 - Represent school at formal functions and host special commemorative events
 - Host whole school assemblies
 - Chair project team meetings for which they hold an interest
 - Assist with Kindergarten Orientation
 - Report on the action of their project team in the newsletter and school assemblies

- **House Captains and Vice Captains**
 - Motivate students at sport carnivals
 - Manage lunchtime sports equipment
 - Run games for younger students at lunchtime
 - Help organise and manage the sports equipment room
 - Host Sport Assemblies
 - Present awards and recognition for sporting achievements
 - Collect sports results each week for newsletter

This policy was endorsed by the Maroubra Junction School Council on 12th October, 2015.

Appendix 1: Student Leaders' Code of Conduct

What is a Code of Conduct?

As part of the school's leadership team, you agree to comply with our school's code of conduct which outlines behaviours expected of all student leaders.

Student leaders will role model the school values by:

Learning

- Embracing the opportunity to be a leader.
- Being an active and positive participant in school life.

Respect

- Treat others fairly, honestly and keep their dignity intact.
- Show empathy and care towards others and act as a good friend would.
- Use manners and basic good grace when dealing with other students and with adults.

Safety

- Show self-control and self-discipline of your feelings and your actions
- Act in a way that ensures the safety of myself and others.

Student Leader name _____

Student Leader signature _____

Principal Signature _____

Date _____

Appendix 2: Mentors in Student Leadership

The Role of Principal and Deputy Principal as Mentor

- Meet with new leaders and sign Code of Conduct
- Ensure leaders understand their roles and responsibilities
- Regularly meet with School Captains, Vice Captains
- Gives final approval to student initiatives
- Advise students on the principles of good leadership
- Make final decisions on consequences for leaders who breach the Code of Conduct
- Meet with the candidates before the election process starts
- Assist the Stage 3 Assistant Principal with implementation and monitoring of Project Team initiatives and groups.

The Role of Teachers as Mentors

- Help the Student leaders and their volunteers to develop an action plan for their project team
- Regularly meet with their project team to discuss student initiatives
- Model how to run a meeting
- Help facilitate student initiatives
- Meet with Sports Leaders to organise lunchtime equipment
- Supervise and coordinate the provision of lunchtime equipment
- Ensure Sports Leaders understand their roles and responsibilities

Appendix 3: Support Roles

The Support Role for Parents of a Student Leader

Some things parents can do to support their child in a leadership role include:

Understanding the Student Leader's role and the expectation of them in this role, through:

- Speaking with their child to understand their role
- Reviewing the policy document and Student Leader Code of Conduct
- Seeking clarity from the Principal, Deputy Principal or Stage 3 Assistant Principal on any unclear aspects

Being a positive role model for their child and the rest of the leadership team at school activities and functions. This may be by way of planning, organising and/or attending events where possible.

Supporting their child in the role of Student Leader by:

- Allowing their child to drive their leadership projects and support them by guiding the process where appropriate
- Being interested and engaged in their child's role and the rest of the leadership team
- Ensuring the student presents as a positive role model for other students (positive behaviour, correct uniform, shoes, grooming)
- Supporting the student in using planning and organisational strategies to be ready for agreed activities
- Assisting in preparing and rehearsing speeches or presentations with their child so they can be presented in the most prepared manner
- Providing positive and encouraging feedback to build their child's confidence and capability as a leader
- Respecting the school's choices of students, activities, roles and responsibilities

Actively supporting the school in the leadership initiatives and expectations, which may include involvement in:

- Student Leadership activities or initiatives
- School assemblies or functions
- P&C activities
- Fundraising events

Communicate with the school through the Principal, Deputy Principal or Stage 3 Assistant Principal to provide any constructive feedback in terms of improvements in student leadership and/or leadership opportunities.