Port Curtis Road State School

Student Leadership Policy & Procedure 2015
### Port Curtis Road State School

#### Leadership Positions 2015

<table>
<thead>
<tr>
<th>Role</th>
<th>Number of Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>School Leaders</strong></td>
<td>2 from Year 6 cohort</td>
</tr>
<tr>
<td><strong>Sports Captains</strong></td>
<td>2 per house from Year 6 cohort</td>
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<tr>
<td><strong>Student Council</strong></td>
<td>4 positions from Year 6 cohort (President, Secretary, Treasurer, Fundraising Co-ordinator)</td>
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Positions will be awarded based on votes, there is no requirement that each position has a male and female representative.

### Selection Process for School Leaders, Sports Captains and Student Council

Student Leadership selection at Port Curtis Road State School is based on the following beliefs:

- Student Leaders provide an active and supportive role in student management
- Student Leaders provide a role model for all students
- Student Leaders represent the school on formal occasions
- Student Leaders assist other students to do the best they can

A selection process will determine students who will assume leadership roles.

The Student Leadership Model is part of our Responsible Behaviour Plan for students and is designed to evolve over time.

The model:

- Promotes the needs and interests of students
- Enhances the role of students
- Recognises the positive role students play in the development of a supportive school environment
- Provides opportunities for students to be involved in school decision-making.
Leadership Selection Operating Principles

- The Principal or teacher will discuss the role of School Leader, Sports Captain and Student Council representative with the candidates prior to the selection process

- Students will complete a nomination form signed by their teacher and parent

- Students’ previous behaviour will be taken into consideration when short-listing School Leaders. All nominees must have attendance records meeting the State average of 92%

- Students in Year 6 will give a brief speech to their peers

- Students from Years 2 - 6 and staff will vote for the School Leaders and Sports Captains following the speeches

- Students and staff will elect 2 School Leaders from the 2015 Year 6 cohort

- Students will elect 2 Sports Captains for their respective sporting house from the short-list prepared by the teaching staff

- The Principal has the final say on nominees (as per nomination process)

- Elections for School Leaders, Sports Captains and Student Council representatives will be held during the first three weeks of the school year. Successful students will be announced and badges presented at a Leadership Parade

- Elected students and their parents will sign a contract indicating that they are aware of expectations and consequences of inappropriate behaviour while holding their elected position
Voting Procedure

- Year 6 students will nominate themselves for their position of choice. Nominations are to be co-signed by parents. Additional nominations may be put forward by staff. The Principal can veto any nomination if the student wishing to be nominated does not meet the requirements for behaviour or attendance.

- Students from Years 2-6 and staff will vote for candidates for all school leadership positions.

- Votes for School Leaders and Sports Captains will be recorded on a ballot sheet that lists each candidate. Students will vote for their 2 top choices – placing a tick against 2 names only.

- Votes will be counted by the Principal and key staff and kept until the following year.

- Votes for Student Council positions of President, Secretary, Treasurer and Fundraising Co-ordinator will be recorded on a ballot sheet that lists each candidate. Students will vote for their top choice – placing a tick against 1 name only.

- Staff will vote using the same process as students; their votes will be counted 2 to 1.
Selection Criteria for School Leadership Positions

Student Leadership at Port Curtis Road State School is based on the following beliefs:

- It allows students to play an active role in our school community and have their ideas and opinions valued and respected
- It allows students to be role models in our school and the wider community
- It encourages students to contribute to and participate in decision making at our school
- It allows students to develop their leadership and organisational skills
- It allows students to become effective communicator in a wide range of situations and contexts
- It encourages students to become involved in a range of community service activities

School Leaders at Port Curtis Road State School will demonstrate:

- Self-reliance and self-discipline
- Exemplary behaviour both inside and outside the classrooms including specialist lessons
- Active participation in a range of school activities including school parades, swimming, concerts, athletics, interschool sport and fundraising
- Active support of the School Code of Behaviour
- Pride in being neatly presented and wearing the correct school uniform
- Respect to other students, teachers and school personnel
- Ability to communicate clearly and confidently to assembled groups
School Leaders are required to:

- Represent Port Curtis Road State School at official functions
- Participate in school decision making processes
- Officiate at school parades and other special school functions, including: ANZAC Day ceremony, sports day, Remembrance Day
- Offer a role model for peers as students in classrooms, as citizens, in displaying sportsmanship
- Accept the duties and roles that may be assigned to them by the Principal and teachers
- Represent the school within and beyond the local community
- Take an active role in Student Council meetings
- Be actively involved in fundraising activities – local, national and global
- Speak at Year 6 graduation ceremony
- Assist in the running of Breakfast Club for one term
- Have a media release form completed

Sports Captains are required to:

- Represent Port Curtis Road State School at Inter-house Sport
- Take an active role in assisting teachers on sports days
- Be a role model to other students during class time, training and lunch time play
- Assist in the running of Breakfast Club for one term
- Be responsible for setting up and packing away equipment

Consequences of Inappropriate Behaviour

School Leaders, Sports Captains and Student Council members who display inappropriate behaviour following their election may face the following consequences:

- Suspension for any reason will result in the immediate loss of badge and position for the remainder of the school year
- A School Leader, Sports Captain or Student Councillor who does not continue to perform their duties in accordance with the guiding principles and selection criteria as outlined may have their badge removed after being warned by the Principal
All Year 6 students are eligible for a leadership role. The positions are as follows:

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<th>School Leaders:</th>
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Name of student being nominated: ____________________________

I, ______________________________________________ wish to put forward my nomination/ accept the nomination put forward on my behalf for 2015 School Leadership.

The position I would like to nominate myself for/ have been nominated for is:

- [ ] School Leader
- [ ] Student Council President
- [ ] Student Council Treasurer
- [ ] Student Council Secretary
- [ ] Student Council Fundraiser

Signed: ___________________________________________ (Nominee signature)

I, ________________________________________, (print name) as a parent/guardian of the above nominee support their nomination.

Signed: ___________________________________________ (Parent signature)

Please read the section Selection Criteria for School Leadership Positions before completing the nomination form.

STUDENT VALIDATION: students are required to gain the signature of at least three different adults (other than the class teacher) who can support their application by endorsing qualities they have seen the students demonstrate. These adults may be school staff, family, neighbours, coaches or other adults with whom the students regularly interacts. The same adult may sign for no more than 2 attributes. The adult needs to sign their name and record their relationship to the student.

<table>
<thead>
<tr>
<th>Attributes</th>
<th>Nominee Signature</th>
<th>Relationship to Student</th>
</tr>
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<tbody>
<tr>
<td>Demonstrates behaviour in accordance with school and class rules/norms</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Willingness to undertake responsibility</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Demonstrates commitment and reliability</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Strives to produce best efforts in class work</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Relates well to fellow students and staff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attends school on a regular basis – meeting State Average of 92%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wears the designated school uniform on a daily basis</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Involvement in School Activities</td>
<td></td>
<td></td>
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</table>
School Leader Written Application Form

NAME: ____________________________________________

COMMUNICATION
What qualities do you have that would make you a good public speaker?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
If you identify a problem within the school who would you communicate with and why?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

PORT CURTIS ROAD LEARNER
Explain how you have consistently demonstrated the Port Curtis Road State School Learner qualities of:
BE SAFE:___________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
BE RESPONSIBLE: ___________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
BE RESPECTFUL: ____________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

PARTICIPATION
What have you participated in at Port Curtis Road State School to help make our school a better place?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
What other special achievements, extracurricular and/or community activities that demonstrates a high level of participation?

_____________________________________________________________________________

_____________________________________________________________________________

________________________________

Outline some ways that you could support the staff and your fellow students at Port Curtis Road State School:

_____________________________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

LEADERSHIP

What qualities do you have that would make you a quality School Leader, Sports Captain or Student Council Representative?

_____________________________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

What would you like to achieve in your position as School Leader, Sports Captain or Student Council Representative? How would you do this?

_____________________________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________
I ……………………………………… make a commitment to uphold the ideals and responsibilities of being a Student Leader/ House Captain/ School Councillor at Port Curtis Road State School.

I will at all times, both in and out of school, act as a role model to other students and will fulfil all requirements in relation to:

- School’s Responsible Behaviour Plan for Students
- School’s Dress Code Policy
- School’s Leadership Policy – attributes of a School Leader

I am committed to further my development and will make a positive impact on the broader school community.

I understand that if I fail to display the above qualities or behave in a manner that is contrary to the School Code of Behaviour for Students throughout the year I may be removed from the position for a period of time.

Further I understand that if my badge is removed for a second time I will forfeit the position completely.

I understand that if I am suspended I will forfeit the position completely.

Student’s Signature: ……………………………………… Dated: ……………………………

Parent / Carer Signature: ……………………………………… Dated:…………………………

Principals Signature: ……………………………………… Dated:…………………………