



PETERSHAM PUBLIC SCHOOL

Monday 16 November 2015

2016 Student Leader Policy and Nomination Form

Dear Parents and Carers,

We are seeking nominations from students interested in running for a Student Leader position in 2016. From 2016 there will be eight Student Leader positions: two School Captains, two Vice Captains, and four Prefects.

Students who aspire to Student Leader positions must consistently demonstrate Petersham PS' core values:

- Honesty
- Respect
- Responsibility
- Cooperation
- Participation
- Care
- Fairness
- Excellence

And consistently follow the School Rules:

- Be safe
- Respect yourself, others and the school environment
- Cooperate
- Do your best

The Petersham Public School Student Leaders' Pledge outlines the responsibilities pertaining to all roles. Student responsibilities are to:

- Behave in an honest and responsible manner
- Cooperate and assist students, staff and parents in a courteous manner
- Be a positive role model for other students
- Follow the school rules; be safe, be respectful, cooperate and do your best, at all times
- Lead the school with distinction and pride.
- Wear full, correct school uniform with pride to school each day

Students who attain leadership roles must be prepared to sign the Student Leaders' Pledge showing their commitment to their responsibilities and have their parents witness and co-sign this commitment. Please discuss the importance of these responsibilities with your child.

Student Leadership positions

Students are limited to holding one position. The student leadership roles are:

- School Captains (1 girl and 1 boy)
- School Vice-Captains (1 girl and 1 boy)
- Prefects (2 girls and 2 boys)
- House Captains (4 girls and 4 boys)
- House Vice Captains (4 girls and 4 boys)



PETERSHAM PUBLIC SCHOOL

Specific Roles and Responsibilities

School Captains

- Represent the school at official functions within and outside the school
- Prepare and present speeches and reports at school functions and assemblies
- Present awards/gifts at special functions
- Welcome official visitors and escort visitors around the school
- Lead fortnightly lunchtime meetings of the Student Representative Council and co-ordinate student initiatives, with teacher support
- Meet each term with the Principal or Executive team to discuss SRC initiatives and represent the student body in school planning
- Show leadership, model appropriate behaviour to all students and wear correct school uniform at all times

School Vice Captains

- Deputise for School Captains when they are not available
- Prepare and present speeches and reports at school functions and assemblies
- Welcome official visitors and escort visitors around the school
- Lead fortnightly lunchtime meetings of the Student Representative Council and co-ordinate student initiatives, with teacher support
- Meet each term with the Principal or Executive team to discuss SRC initiatives and represent the student body in school planning
- Show leadership, model appropriate behaviour to all students and wear correct school uniform at all times

Prefects

- Prepare and present speeches and reports at school functions and assemblies
- Escort visitors around the school
- Lead fortnightly lunchtime meetings of the Student Representative Council and co-ordinate student initiatives, with teacher support
- Meet each term with the Principal or Executive team to discuss SRC initiatives and represent the student body in school planning
- Show leadership, model appropriate behaviour to all students and wear correct school uniform at all times

House Captains and Vice Captains

- Assist staff to conduct house meetings and sports carnivals
- Organise and lead house activities during sports carnivals and events
- Organise sports equipment for playground use
- Set up sport equipment as requested
- Support staff in maintaining sport storage areas

Procedures for nomination and election of Student Leaders

1. School Captains, Vice Captains and Prefects

- Students wishing to nominate for election complete a *Student Leader Nomination Form* (attached), detailing their suitability for the role. Nominations are due to Mrs Spiteri or Miss Connor by Monday 23 November. Nominations of students who have been suspended from school during the current school year, or who have had 10 or more behaviour referrals entered into the school's Student Behaviour Register during the current school year, will be reviewed by a panel comprised of the Principal, a member of the School Executive, and the Student Leaders Co-ordinator, and may not be accepted.



PETERSHAM PUBLIC SCHOOL

- Each candidate creates a poster to be displayed in the hall, stating why they would be a suitable candidate. These posters should be no larger than a standard poster cardboard (A2) and can be displayed from Thursday 26 November on the designated pin board in the hall.
- Each candidate presents a 2 minute speech to Mrs Spiteri by Tuesday 1 December for approval and feedback, and then to the school on Thursday 3 December, at 9:30am. The speech should present the candidate's:
 - Leadership qualities
 - Past achievements and involvement in school and community programs
 - Any other relevant information that shows why they would be an excellent school leader.
- No props or 'sweeteners' (eg cupcakes, lolly bags, flyers, Vote for ... badges, etc) are allowed and students should be careful not to make promises they cannot keep. Full school uniform must be worn when presenting speeches.
- Voting is held at the conclusion of speeches, in classrooms. Each student in Years K - 5, and all staff, will vote for up to 2 boys and 2 girls. Ballot papers will display names and photographs of all candidates. Voters mark their 4 preferred candidates with a cross in the box next to their photograph. Completed ballot papers will be sent to the Principal's office.
- Votes will be allocated the following weightings:
 - Years K – 3: 1 point
 - Years 4 - 5: 2 points
 - Teachers and administrative staff: 4 points
- The returning officers count votes. The 4 boy and 4 girl candidates with the highest number of points will form the Student Leaders. The boy and girl with the highest number of points will be named School Captains. The boy and girl with the second highest number of points will be named School Vice Captains. The remaining 4 students will be named Prefects.
- In the event of two candidates receiving equal points, the candidate with the highest number of votes wins, regardless of weighting.
- Successful and unsuccessful candidates will be informed prior to Presentation Day, however their specific positions will not be revealed. Captain, Vice-Captain and Prefect positions will be announced to the school community at Presentation Day on Friday 11 December.
- Student Leaders will be expected to consistently fulfil their roles and meet the expectations outlined in the Student Leaders' Pledge. In the event that a Student Leader is not consistently meeting the expected standards of behaviour, presentation and participation, a meeting with their parents will be arranged to discuss the issues and plan for improvement. If, after this meeting, improvement is not apparent and expected standards continue not to be met, the election of a replacement Student Leader may be recommended by the Principal and organised by the Student Leaders Co-ordinator.

Procedures for nomination and election of House Captains

Students who were unsuccessful at election, or who chose not to nominate for Student Leader positions, may nominate for election as House Captains and Vice Captains. These elections occur at house meetings at the start of the school year, and do not require written nominations or speeches.

If your child wishes to nominate for a Student Leader position, please discuss these expectations, responsibilities and election procedures with them, complete the attached *Student Leader Nomination Form*, and return it to Mrs Spiteri or Miss Connor by **Monday 23 November**.

Warm regards,

Donna Spiteri
Student Leaders Co-ordinator

Hugh Miller
Principal



PETERSHAM PUBLIC SCHOOL

Student Leader Nomination Form

Name _____

Why I would make a good student leader:

Personal qualities/ how I demonstrate school values:

Leadership qualities:

Leadership experience:

Involvement in school and/or community programs:



PETERSHAM PUBLIC SCHOOL
