



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

The expectations of Year 6 and, in particular, the elected student leadership: School Captains, Vice Captains, House Captains and Student Representative Council (SRC) Executive and Members are higher than those held for the general student body. They are expected to conduct themselves with dignity in order to be an example to the other students and an asset to the school.

Student leaders are expected to wear full school uniform at all times.

Specific Duties:

Students may hold more than one leadership position.

School Captains & Vice Captains:

- conduct important assemblies such as Presentation Day, ANZAC and Remembrance Ceremonies;
- assist the class conducting the weekly school assembly;
- be involved on special occasions such as the greeting and thanking of visitors and performers;
- be aware of the general behaviour of students in regard to safety and grounds upkeep and actively advise school staff of issues of concern;
- be of general assistance to all members of staff, students, parents and visitors; and
- have an active role on the school SRC

House Captains will:

- encourage house spirit at all sporting events;
- organise house meetings to plan for swimming, cross country and athletics carnivals;
- encourage house members to perform to the best of their ability at sporting events;
- be of general assistance to all members of staff, students, parents and visitors, particularly at all sporting events;
- be responsible for the sports storeroom and sports equipment.

SRC Executive will:

- conduct Student Representative Council meetings and be responsible for setting the agenda in consultation with the teacher who coordinates the SRC;
- report to the Principal after each meeting to discuss issues as they arise;
- assist in writing the SRC Report for the *Pelican Post* each week and / or month.

The chairperson will conduct SRC meetings. The secretary will keep records of meetings, prepare the agenda and deal with correspondence. The treasurer will handle the financial dealings of the SRC.

SRC Class Representatives will:

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

Election of Students to Leadership Positions

School Captains and Vice Captains (and Prefects if required)

1. Prior to nominations

The Principal and Stage 3 teacher will decide on the day the elections will take place. The election process will be completed in one day.

Elections will take place towards the end of Term 4 in the year preceding the term of office for 2 Captains. Gender will not come into the choosing of leaders. The number of captains may be extended depending on the number and quality of leaders being nominated / and or the closeness of the elections.

Prior to nominations being called a leadership discussion will be held with Year 5 to identify the qualities of a leader and the responsibilities of each position led by the Principal.

2. Nominations

Students in Year 5 may only be nominated by staff and another year 5 child and need to be seconded by a staff member (teacher only). Each student nominated must accept the nomination.

3. Speech preparation and presentation

Candidates will be given time to prepare their speech which will be delivered at a school assembly. The speech will clearly detail why they should be elected school captain and how they will approach the role. Speeches must not exceed 2 minutes.

Candidates will deliver their speeches to all students.

4. Voting

All students will have three (3) votes. Students will choose 1,2,3 in order of preference.

The ballot paper should be in alphabetical order. Voters are required to tick, cross or circle the name of the person for whom they wish to vote. Votes will be counted by the staff and Principal.

The Principal will have a secret casting vote if required.

The top two students with the most votes will be elected school captains for the following year. Successful students will be announced at the Presentation assembly in Term 4.

Student Representative Council (SRC) Executive

The SRC Executive (Year 5 can be nominated if insufficient year 6 students) students will come from the pool of students not successful as Captains / Vice Captains. The elected positions will be Chairperson, Secretary and if required, Treasurer. The assigned teacher and Principal will discuss the role for each of the positions.

The executive will be announced in the next *Pelican Post*.

Student Representative Council (SRC) Class Representatives

1. Prior to nominations

Early in Term 1 the class teacher conducts a class meeting to elect the two class SRC representatives. The role of a class representative will be discussed. Kindergarten teachers may choose their students.

2. Nominations

Students may self-nominate or nominate other students for the positions. Each student nominated must agree to be a nominee.

Students may not be an SRC class representative for two consecutive semesters.

4. Voting

The election will take the form of a "show of hands". Each student will have one (1) vote.

In composite classes the teacher will ensure equal representation of each year group over the year.

Upon completion of the election the names of the representatives will be sent to the SRC Coordinator.

SRC members will receive their badges at an SRC Induction Assembly conducted in Term 1 and 3 and will hold their position for one semester. The SRC membership will be announced in the *Pelican Post*.

Loss of Position

Student (severe, consistent) breaches of school rules and behaviour at school, on excursions, representing the school and on the bus or at any other time whilst in the duty of care of Cattai Public School, action will be taken as follows:

1. Loss of position (badge & privileges) for two weeks; letter sent home;
2. Loss of position (badge & privileges) for a term; letter sent home;
3. Loss of position (badge & privileges) for the rest of the year; letter sent home.

The Principal will determine the decision (in consultation with relevant staff) as to the length of the loss of position. If the behaviour is severe e.g. inappropriate language or threatening behaviour towards a member of students, staff, parent or visitor, immediate loss of position will occur. Appropriate communication will advise parents of issues of concern and any decision made regarding loss of position.

Formal complaints regarding the performance of Student Leaders will be conveyed to the Principal. The incident of misbehaviour will be dealt with according to the Cattai Public School Discipline Policy.