

**1.0 PURPOSE OF POLICY**

- 1.1 To provide guidelines for the conduct of elections of Student Leaders.
- 1.2 To outline the duties and responsibilities of the positions of Student Leaders.

**2.0 PRINCIPLES**

At 7-12:

- 2.1 The position of Student Leader is a vital position within the school community.
- 2.2 Each year there shall be six Student Leaders male and female for each of the three houses. Where there is a mixture of year eleven and twelve students, the year twelve students will be given priority for leadership positions
- 2.3 Elections for Student Leader positions take place during the fourth term of the current school year and the Leaders take up their positions in a caretaker capacity until the end of the current year, then assume full duties in the succeeding year.
- 2.4 Student Leaders are to be nominated from the cohort of VCE/VCAL students for the forthcoming year.
- 2.5 Student Leaders are to be elected from the cohort of house students in the forthcoming school year.
- 2.6 The processes of election to these positions should be democratic and operate in a way to attract the most suitable and capable students to these positions
- 2.7 In order to be nominated for the position of Student Leader, the students must meet *all* of the key selection criteria below. A Student Leader must:
  - Have demonstrated interest and involvement in school activities
  - Be able to lead other students
  - Be able to represent the views of other students
  - Have good communication skills
  - Contribute to the positive image of our school
  - Have a good relationship with a wide range of students

In addition, it is desirable but not absolutely necessary that a Student Leader should be able to speak well in a formal setting such as an assembly or Awards Presentation Ceremony

- 2.8 The duties and responsibilities of the Student Leaders are as follows:
  - To maintain high levels of involvement in school activities
  - Provide leadership to the student body
  - Provide positive role models to the student body
  - To maintain good relationships with other students at all year levels
  - To make every effort to ensure that the school is always presented in a positive light in the wider community
  - To represent the views of the student body in school and public forums
  - To lead their houses at school sporting, social and academic eventsThe following duties will be shared among the Student Leadership group:
  - To attend School Council meetings where possible
  - To take active roles in school assemblies, Awards Presentation Ceremonies and special school functions

**3.0 HOW THIS POLICY WILL BE PUT INTO PRACTICE**

- 3.1 Prospective Student Leaders may be nominated by any student from their house members in the forthcoming year.
  - 3.2 Prospective Student Leaders may be nominated by staff members.
  - 3.3 Nominations must be seconded and accepted by the nominee.
  - 3.4 Nominations will take place within a specified time frame during term four of the current school year.
  - 3.5 Once nominations have closed, nominees will be interviewed by a panel consisting of the Principal, 9-12 Subschool Leader, the School Council President and two members of the student body, to determine whether the appropriate key nomination criteria have been met.
  - 3.6 Only those students who meet *all* of the key nomination criteria will be eligible for election.
  - 3.7 All nominees will be provided a written report of their interview on request.
  - 3.8 Wherever possible, the shortlist of candidates is to be no less than four for each of male and female Student Leader positions in each house.
  - 3.9 Candidates for election are to prepare a policy speech to be delivered to the house students prior to the ballot. This policy speech must be submitted to the Principal for approval prior to delivery. Students who deviate from the prepared speech will be deemed ineligible for election.
  - 3.10 Candidates for election are encouraged to campaign under the following guidelines:
    - There are no material or financial incentives given to students in return for votes
    - The campaigning is to be tasteful and positive in its approach and there is to be no denigration of opposing candidates
    - The campaigning should not interfere with the normal day to day operations of the school
    - The school public address system is not to be used in campaigning
    - School staff are not to be involved in campaigning for any candidates
    - Any printed material used in campaigning is to be kept to a reasonable level. Candidates will be expected to provide their own printed material or to pay for any duplication costs incurred at the school
    - Posters and displays must be on noticeboards or paint free surfaces so that there is no damage done when they are removed
  - 3.11 Policy speeches will be delivered to the cohort of house members, as well as any interested parents or community members, at a special house meeting.
  - 3.12 The ballot will take place immediately after the special house meeting using a preferential voting model. The Returning Officer shall be an Assistant Principal.
  - 3.13 The results of the election will be announced at a special brief school assembly as soon as counting has been completed.
  - 3.14 The Student Leaders will be inducted and introduced to the school community at the 7-12 End of Year Awards Ceremony.
- At P-6:
- 3.15 Prospective student leaders may be nominated by any other year level member or teacher in November each year.
  - 3.16 Written applications are made by the nominated student to the Assistant Principal & selection panel for consideration

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- 3.17 Interviews are conducted to determine whether appropriate key criteria have been met
- 3.18 Oral presentations are given to house meetings prior to a secret ballot being held
- 3.19 Both male and female captains and vice captains will be selected
- 3.20 Regular meetings with the Assistant Principal, and other school staff will be held over the year to develop skills to support young leaders in areas such as presentations, sports day roles and general responsibilities as may be needed.
- 3.21 Opportunities for leadership in as many areas as possible will be encouraged eg: sport, technology, social and classroom.