

# CROMER PUBLIC SCHOOL



## STUDENT LEADERSHIP

### **Policy Statement**

***Cromer Public School believes in maximising leadership opportunities for all students. These leadership opportunities are underpinned by the following principles:***

Students who are respectful of Cromer Public School values and show commitment to the role have a right to be considered for opportunities that will allow them to develop and display leadership.

All Year 6 students will have opportunities to be leaders in the school, through setting a standard of effort, learning, attitude and behaviour. Each Year 6 student will have opportunities to work in a team with their student leaders to support events in the school.

Leadership skills will be taught in a systematic and explicit manner to all students within the school. All year 5 students will complete leadership activities, which will be run during class time by the Year 5 teachers. All leadership positions are considered important and valuable to the student and the school.

Leadership opportunities need to be determined and taken up with due regard to equity of opportunity for all students. All leadership opportunities should reflect gender equity at each level of leadership opportunity offered.

The Principal, in exceptional circumstances, and after consultation with the staff may determine that a student's behaviour is presently rendering them unsuitable to hold a designated leadership role within the school.

### **Year 6 Leadership Process**

- To be eligible, students will be required to participate in home and school community service and reflection at a high standard and complete two log books which include 2 signed log books
  - Home Community service: Home tasks log book
  - School Community service: School tasks log book
- Candidates will be required to complete a Student Leadership Nomination Form, which is supported by their teachers and the Principal. (Form attached to the end of this document)
- Candidates will be required to wear a Candidate Badge during the election phase so all students can become acquainted with all candidates.
- Candidates must adhere to the "Candidates' Code Of Conduct" and "Campaign Guidelines," outlined below.

## LEADERSHIP POSITIONS

- Two school captains, Two Vice Captains and 14 Ministers (22% of students in Year 6 in a formal leadership role).
- The ministerial positions and portfolios will be determined according to student voice by the incoming student leadership team.

## CRITERIA FOR STUDENT LEADER/ HOUSE CAPTAIN CANDIDATES

*Candidates will:*

- Complete two community service log books, one at home and one at school and have each book signed off by a parent and a teacher.
- Have developing public speaking skills and be prepared to speak publicly when required.
- Be respectful of all school community members; including staff, parents and students;
- Be a positive role model to others;
- Display strong interpersonal skills;
- Display school spirit and a positive attitude towards school activities;
- Be prepared to meet the responsibilities and duties of student leadership positions;
- Be prepared to lead a team and show sound organisational skills.
- Be expected to set an outstanding example at all times. This includes participation in school activities, appropriate behaviour and an enthusiastic attitude to learning.

## CANDIDATE'S CODE OF CONDUCT

*Candidates will:*

- Respect the right of all students to stand for leadership positions;
- Not lobby students to **not** vote for other candidates;
- Only use school provided Campaign material, i.e. Candidate Profile;
- Adhere to Campaign Guidelines.

## CAMPAIGN GUIDELINES

These guidelines have been developed in consultation with the School Executive to ensure a fair and equitable election process.

- The prepared speech must be completed at school without adult support on the day to be nominated. The speech must not exceed the time allocation of one minute;
- No props will be used during the prepared speech ie music, banners etc.;
- Candidates will wear a Candidate's Badge during the campaign.

## Timeline for students

TIMELINE	
Term 3	
<b>Weeks 6-10</b>	All Year 5 Students participate in <b>Leadership Skills</b> to develop all students' leadership capabilities.
<b>Week 6</b>	Workshop to parents and Year 5 students on <b>Tuesday 22 August</b> Week 6 at 2.15pm.
<b>Week 7</b>	Community Service: Home task log books to be handed out to Year 5 students on <b>Friday 1 September</b> .
<b>Week 8 &amp; 9</b>	Students in Year 5 interested in a school leadership position complete the Community Service: Home Task Log Book. This requires students to complete personal and family chores at home. Both the student and the parent need to complete the Responsibility Completion Form.
<b>Week 10</b>	Students must hand in their completed Community Service: Home log task book, including the Responsibility Completion Form, to their classroom teacher by <b>Monday 18 September 2023</b> .
Term 4	
<b>Weeks 1 - 3</b>	Students who still wish to apply for a leadership position will participate in the Community School Task Log Book. Log books handed out to students on <b>Monday 9 October 2023</b> . Students need to organise with a teacher/s to complete <b>three</b> community service jobs over a three-week period. The task will take roughly twenty minutes to do each week. Log books need to be handed to classroom teachers by <b>Monday 30 October 2023</b> .
<b>Week 4</b>	Leadership nomination forms are given to the students who have met the criteria and completed both the Home and School Community Log Books, meet the criteria for candidates and adhere to the candidate code of conduct. Leadership nomination forms handed to students on <b>Wednesday 1 November 2023</b> .
<b>Week 5</b>	Completed Leadership <b>nomination forms will be given to Mrs Mitchell by Tuesday 7th November</b> . The school executive will then ratify the students and sign off on the nomination sheets. Ratified students will then proceed to the next step. Students will be given a student profile to complete. Profile sheets are handed out to students on <b>Friday 10 November 2023</b> . Profile sheets are due by <b>Monday 13th November 2023</b> .
<b>Week 6</b>	Profile sheets are put on display in the school for the students to read about the candidates. Students will wear a student-designed candidate badge. Year 5 Candidates are announced to Years 4 and 5.
<b>Week 8</b>	Minister candidates <b>present their one-minute speeches</b> to the school. Year 4 and 5 students, current Year 6 ministers and teachers will vote for their preferred candidates.
<b>Week 9</b>	<b>Minister positions are announced on Wednesday 16 December 2023 and Student Code of Conduct is signed</b> . The newly elected Year 5 Ministers will vote for their preferred candidates for 2 School Captains & 2 Vice Captains, led by the Principal and Deputy Principal.
<b>Week 9</b>	Leadership team to be <b>presented with badges</b> at the Year 5 Awards assembly on <b>Tuesday 12 December 2023</b> .

