

BLAKEHURST PUBLIC SCHOOL



SCHOOL LEADERSHIP PROCEDURES



Rationale

At Blakehurst Public School, the development of lifelong leadership skills is one of the learning opportunities offered to all students. Having effective student leaders supports the development of responsible behaviours, a positive school culture and encourages students to model the school expectations of being safe, respectful, engaged and resilient.

Goals

- to develop students' leadership skills in goal setting, consultative decision-making processes, active and reflective listening, seeking feedback and acting in responsible ways
- to promote students' sense of empathy towards others and pride in themselves and the school
- to encourage student voice and ensure it is being considered in school decision-making processes
- to develop a student leadership charter that promotes both accountability and a broader valuing of the role of student leaders in this community

Student Leadership Framework

Blakehurst Public School offers the following leadership opportunities to students:

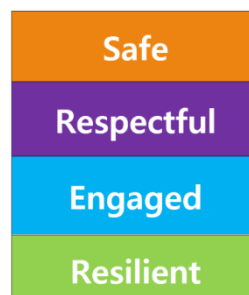
- School Captains – 2 male and 2 female Year 6 students
- House Captains – 1 male and 1 female Year 6 student per House (conditions apply - refer to Selection Process)
- Library Monitors – Year 6 students
- SRC representatives – K-6 students – 2 students per class (Support Unit – 1 student per class)
- Buddies (selected classes)
- Peer Support Leaders (Year 5 and 6 students)

School Captains and Prefects

School Captains are chosen to represent the student body in the following ways:

- represent the school at various public events
- run SRC Meetings as required
- act as master of ceremonies (MC) at school and other special events
- assist as required during major events such as Swimming, Athletics and Cross-Country Carnivals
- conduct tours of the school, meet and greet guests who are visiting the school and formally thank/acknowledge special guests
- prepare and run school assemblies
- put the flags out each morning and take them down each afternoon
- open and close the gates each day

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Selection Process:

- all Year 5 students have the opportunity to nominate themselves (*Note - 3 reflective meetings in the year result in the student being ineligible to self-nominate*)
- Year 5 students and teachers vote for their 6 male and 6 female preferences from the available candidates. These students are then invited to make posters and seek support from the other students in the school
- the candidates then present a speech at a whole school assembly
- students in Years K-5 then vote for their top 2 preferred male and female candidates
- the votes are tallied, and the top male and female are voted in as Captains and the male and female with the second highest number of votes are voted in as Prefects
- all candidates are told who has made 'the final 4 positions' as soon as the voting is completed so that the students who are not successful have the opportunity to nominate for other leadership positions
- the Captains and Prefects are announced at the school's Presentation Day Assembly

House Captains

House Captains are chosen to complete duties that include:

- holding House Meetings before all major events such as Swimming, Athletics and Cross-Country Carnivals
- assisting as required during major events such as Swimming, Athletics and Cross-Country Carnivals
- leading House supporters to encourage their fellow teammates during events
- prepare and run school assemblies
- assist School Captains and Prefects when required

Selection Process:

- after Captain and Prefect nominations are held, Year 5 students self-nominate for the position of House Captain (*Note - 3 reflective meetings in the year result in the student being ineligible to self-nominate*)
- all nominees prepare a 1-minute speech to present to their House
- all students K-5 in each house vote for 1 male and 1 female Captain (see note below)
- teachers may vote for 1 male and 1 female captain in all Houses

Note – if only one male or one female self-nominate and there are more than 2 candidates, the 2 candidates with the most votes will represent their house.

Library Monitors

Library Monitors are chosen to complete duties that include:

- shelving returned books
- borrowing and returning books using the library computer system
- helping students in the school library to find books, read, use the computers and play

Selection Process:

- interested students fill in an application form (*Note - 3 reflective meetings in the year result in the student being ineligible to self-nominate*)
- students who have filled in an application form sit a test to assess their ability (knowledge of the library, number and alphabetical order)
- teacher librarian, in consultation with the Principal, selects the most appropriate 6 to 10 candidates who don't have other leadership roles

Student Representative Council (SRC) Members

Having leaders selected by their peers, across multiple ages, ensures that the voice of the entire school population is heard and considered when discussing issues and planning whole school initiatives. Student Representatives Councillors are expected to:

- attend weekly meetings
- make decisions about which community service activities or charities the students will support
- feed back information and promote initiatives discussed at meetings with their class
- actively listen to their class members' ideas and feed these back at SRC meetings
- speak at assemblies when needed
- organise school-based competitions held at lunchtime
- supervise the putting out and putting away of playground equipment at lunchtime
- raise money for additional school equipment and resources
- report to P&C
- assist in leading special assemblies, e.g. ANZAC Day and Remembrance Day

Selection Process:

- each class from Year 1 to Year 6 elects two SRC representatives for the whole year
- in Term 2, Kindergarten children elect two SRC representatives for the rest of the year
- class teachers should organise elections early in Term 1 and representatives are chosen on a majority vote

Peer Support Leaders

Peer Support Leaders are expected to:

- complete the Peer Support Leader Training (Year 6 only) – facilitated by the Year 6 teachers
- plan and prepare weekly lessons for Peer Support
- support their group during peer support lessons

Selection Process:

- all Year 5 and 6 students are eligible for the program

Other issues to be aware of:

- students may hold no more than one formal leadership position (Except for exceptional circumstances to be approved by the principal)
- elections for Year 6 leadership positions are held in Term 4 the year prior to the students commencing in the role
- badges for School Captains, Prefects, House Captains and Library Monitors are presented at the school's Presentation Day Assembly
- a child's leadership position may be suspended or withdrawn under certain circumstance, e.g. breaking the Student Code of Conduct
- the Principal has the right to veto a selection or election

Most recent review: October 2024

Next review date: October 2025