



# ST JOSEPH'S CATHOLIC PRIMARY SCHOOL BULLI

## Student Leadership Policy and Procedures

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### Purpose

St Joseph's Catholic Parish Primary School aims to promote the ideals of Christ that are reflected in our school motto: TRUTH and LIGHT. As a school community, we aim to create an environment that fosters dignity, compassion and respect.

In developing Year 6 students as school leaders in the school community, all Year 6 students take on leadership responsibilities and work within teams to ensure all students are represented and have a voice at St Joseph's.

In addition, the positions of School Captains, Vice Captains and House Captains provide the opportunity for these students to develop leadership and representation skills through active participation in diocesan events, school functions, events and Masses. At St Joseph's Bulli, we expect our School Captains and House Captains to model responsible, respectful and safe behaviours. They are a student leadership team that supports our Principal, staff and greater school community in delivering the school's mission and vision.

### Structure

The structure of the St Joseph's Student Leadership Team is as follows:

- ★ Two School Captains (Male and female)
- ★ Two School Vice Captains (Male and female)
- ★ Two House Captains per House (Male and female -MacKillop, O'Reilly, McCabe, Polding) House Captains provide leadership of the school Houses. The school houses are not necessarily sports-related and therefore the role is open to any student.
- ★ The remainder of Year 6 is invited at the beginning of Year 6 to join small leadership teams in areas such as; Liturgy Team, Public Relations, Newsletter, Green Thumbs.

### Procedure

The voting process commences in Term 4 in the year prior to the grade commencing Year 6.

The timeline is as follows:

#### ★ Term 4 Week 7

- o Students are informed at the beginning of the week of the annual election for student representatives for the next year. Teachers speak to the students about the desirable qualities and skills needed to fulfill the role and the responsibility of using their right to vote.
- o Information and copy of this policy are sent to Year 5 parents from the Principal.
- o Students who choose to nominate themselves are provided with time to write their speeches.

#### ★ Term 4 Week 8

- o Students present their speeches to all Year 5 students. The order of speeches is decided by a draw.
- o Ballot papers are prepared by Year 5 teachers and the names are ordered on the ballot paper alphabetically. Voting takes place after all speeches are heard.

### ★ Voting Process for School Captains

- o Year 5 are invited to vote: Votes are counted and collated using a preferential system.
- o All teachers are invited to vote: Votes are counted and collated using a preferential system.
- o The top four girls and top four boys are selected to meet with the Principal and Assistant Principal.
- o Two School Captains and two Vice Captains are selected based on the outcome of the voting and meeting with the Principal and Assistant Principal.
- o The Principal's decision is final.
- o Year 5 students are informed of the successful candidates. The new school captains and vice captains are invited by the Principal to phone their parents to inform them of the results.
- o The school community is informed of the result via the school newsletter.

### ★ Term 4 Week 9

- o Year 5 students are invited to nominate as a candidate for House Captain and deliver their House Captain speech to *Year 4 and Year 5* students within their House.
- o The order of speeches is decided by a draw.
- o Ballot papers are prepared by Year 5 teachers. Names are ordered on the ballot paper alphabetically. Voting takes place after all speeches are heard.

### ★ Voting Process for House Captains

- o Year 5 and Year 4 are invited to vote: Votes are counted and collated using a preferential system.
- o All teachers are invited to vote: Votes are counted and collated using a preferential system.
- o The girl and boy from each house with the most votes, subject to approval from the Principal, are selected as House Captains.
- o Year 5 students are informed of the result.
- o A letter of congratulations is sent home to the parents of the successful candidates from the Principal
- o The School is informed of the result via the school newsletter.

### ★ Presentation of Badges

- o Captains, Vice Captains and House Captains are presented with their badges at the Beginning of School Year Liturgy. The badges are blessed by the Parish Priest before being presented by the Parish Priest and Principal.
- o All Captains take an oath of leadership.
- o The parents of the Captains, Vice Captains and House Captains are invited to attend the presentation of badges.
- o Student Leadership Teams are presented with their badges at the first school prayer and assembly of the year. Parents are invited via the newsletter to attend. The badges are blessed by the parish priest.

## Basis of Discretion

The Principal has the right of discretion to make provision for departure from the policy in the event of unforeseen or exceptional circumstances.

The Principal may intervene in normal procedures as deemed necessary.