

TERANG COLLEGE

STUDENT LEADERSHIP

POLICY (Student)

1. RATIONALE

Recognising and developing student leadership is an integral part of the College culture. Leadership provides a forum empowering student to implement procedures aimed at improving student wellbeing and promoting student voice.

2. AIMS

- 2.1. To provide leadership opportunities for students across the College.
- 2.2. To enable and create dynamic, elected Student Leadership Councils (SRC & JSC) and College Council representatives where students are empowered with decision making roles to support peers, improve student wellbeing and the College environment.
- 2.3. To provide an opportunity for all students to apply for and gain positions of student leadership, regardless of gender or popularity.
- 2.4. To provide experiences that will engage students and develop leadership and positive role model skills.
- 2.5. To enable students to recognise that they may be leaders and role models in many varying situations at various times through their College years.
- 2.6. To base student leadership appointments on merit not gender.

3. IMPLEMENTATION

- 3.1. Issues, actions and decisions relating to this policy will take into account Department of Education and Training policies, memos, guidelines and circulars and Government Ministerial Orders and Acts.
- 3.2. A student leadership structure will be implemented to provide opportunities for students to develop leadership skills and qualities.
- 3.3. Student leaders will be given the responsibility to mentor students wishing to apply for positions of student leadership. The Sub-School Leaders will provide an opportunity for students to meet and discuss the application process, writing a CV and preparing for an interview.
- 3.4. To enable encouragement and support to students, School Leadership will inform the staff and community of relevant timelines regarding the application process for student leadership roles.
- 3.5. For Senior School, Middle School Leadership and Junior School Council:
 - 3.5.1. Senior School will consist of two College Captains.
 - 3.5.2. Middle School will consist of two captains, supported by two vice- captains.
 - 3.5.3. In term 4, students in year 7 and 11 will be given the opportunity to express an interest in and apply for senior and middle school positions of student leadership for the following year.
 - 3.5.4. Students applying will:
 - 3.5.4.1. submit a typed application, responding to selection criteria
 - 3.5.4.2. submit a CV (age appropriate) outlining previous leadership experiences, personal interests and involvement in College and extra-curricular activities.
 - 3.5.4.3. participate in an interview, with panel members comprising of Middle School Leader, Senior School Leader and the College Principal or delegate.
 - 3.5.5. The panel will provide a document to staff with information gained from the applicants 48 hours prior to voting. The voting will take place at a P-12 Staff meeting.
 - 3.5.6. The College Principal has the right to make the final selection.
 - 3.5.7. The Middle School Student Leadership group and Senior Captains will be announced at the end of year awards ceremony. Successful students are NOT required to make a speech at the awards ceremony. The successful candidates will present a brief speech at the Induction of Leaders Ceremony early in the following year.
 - 3.5.8. Roles will include:
 - 3.5.8.1. College Captains:
 - 3.5.8.1.1. assist with, visit and co-ordinate group assemblies
 - 3.5.8.1.2. welcome visitors/new students to the College
 - 3.5.8.1.3. chair SRC meetings

- 3.5.8.1.4. assist with the organisation of fundraising events
- 3.5.8.1.5. liaise with the Principal, Assistant Principal and Sub-School Leaders.
- 3.5.8.2. Middle School Leaders:
 - 3.5.8.2.1. will assist staff with weekly Middle School Assemblies.
 - 3.5.8.2.2. visit the P-4 Campus each Friday to present a 5-12 update.
- 3.5.8.3. P-4 House Captains
 - 3.5.8.3.1. Will assist House teachers to run House assemblies
 - 3.5.8.3.2. Will assist House teachers in organising Team Spirit and House competition activities
 - 3.5.8.3.3. Organise yard duty.
- 3.6. Student Representative Council (SRC):
 - 3.6.1. Will comprise of:
 - 3.6.1.1. College Captains and four Middle School student leaders will automatically gain a position as part of the SRC.
 - 3.6.1.2. years 5 to 8 - two elected student representatives from each home group – home groups are composite classes so one representative from each year level is recommended.
 - 3.6.1.3. years 9 to 11 – two elected students from each year level.
 - 3.6.1.4. year 12 – College Captains and 1 other representative.
 - 3.6.2. Representative process will be:
 - 3.6.2.1. The homeroom teacher to outline the responsibilities of the role and the importance of choosing the applicant on merit.
 - 3.6.2.2. Students wishing to apply for a position will prepare and deliver a speech to their homeroom class outlining their reasons for applying for a position of responsibility and how they will best represent their peers.
 - 3.6.2.3. The class will fill out confidential voting forms.
 - 3.6.2.4. The homeroom teacher will collate the results
 - 3.6.2.5. The successful applicants will be informed prior to and acknowledged at the Induction of Leaders ceremony.
 - 3.6.2.6. SRC leaders are required to attend scheduled lunchtime meetings, training sessions/days and provide feedback to their peers during an arranged Homeroom class.
 - 3.6.3. SRC minutes are to be sent out to staff at completion of the SRC meetings.
 - 3.6.4. The staff member guiding the SRC group will facilitate opportunities for students to attend seminars to further develop student capacity as College leaders.
- 3.7. Junior School Council (JSC):
 - 3.7.1. Will consist of House Captains (who will take it in turns to act as office bearers) and an elected student member from each Home Group for years 1 to 4 only.
 - 3.7.2. Selection of Representatives:
 - 3.7.2.1. Classroom teacher to outline the responsibilities or the role and the importance of voting for nominees on the basis of merit.
 - 3.7.2.2. Students to nominate themselves for the position of JSC Representative.
 - 3.7.2.3. Nominated students must give a brief description of the characteristics and/or skills they could bring to the position (as deemed appropriate by classroom teacher).
 - 3.7.2.4. Students to vote confidentially and teacher to collate results.
 - 3.7.2.5. Selected students will be discussed at a staff meeting before a final decision is made and announced.
 - 3.7.3. Representatives are required to attend lunch time meetings and report back to their classes.
- 3.8. House Captains:
 - 3.8.1. P-4 Campus:
 - 3.8.1.1. Each House will have two elected House Captains (generally from Year 4) and two elected Vice Captains (generally Year 3 but dependent on numbers in the cohort).
 - 3.8.1.2. Elections will take place at the first House meeting of the year and be run by House teachers.
 - 3.8.1.3. Nomination of all House Captains:
 - 3.8.1.3.1. House teachers will outline the responsibilities of the roles and the importance of choosing the applicant on merit.
 - 3.8.1.3.2. Given consent students can be nominated by peers, or nominate themselves for the position of House Captain or Vice Captain.
 - 3.8.1.3.3. All students nominated for a particular age group will be voted on by the students in that house to determine the winner in each category.
 - 3.8.1.3.4. Nominated students will be discussed at a staff meeting before a final decision is made and announced. The final decision is ultimately at the discretion of staff.
 - 3.8.1.3.5. Staff will select students from Year 3 or 4 to fill any positions that remain vacant.
 - 3.8.2. 5-12 Campus:
 - 3.8.2.1. Age groups will be defined as 5/6, 7/8, 9/10 and 11/12
 - 3.8.2.2. House Captains for each house will be made up of the following students:
 - 3.8.2.2.1. Year 11/12 - 1 male and 1 female captain and 1 male and 1 female vice-captain
 - 3.8.2.2.2. Year 9/10 - 1 male and 1 female
 - 3.8.2.2.3. Year 7/8 - 1 male and 1 female
 - 3.8.2.2.4. Year 5/6 - 1 student (male or female)
 - 3.8.2.3. Nomination process

- 3.8.2.3.1. Students will fill out confidential nomination forms. Students may nominate themselves or another preferred candidate.
- 3.8.2.3.2. When nominating a student for the role of House Captain, the student must state in writing their reason for nominating them. All nominations/applications must be submitted prior to the house meeting. The nominated student must then accept and sign, or decline the nomination.
- 3.8.2.3.3. Nomination/application forms must be submitted to the house teacher by the outlined due date.
- 3.8.2.3.4. The house teacher will collate the nominations in conjunction with the relevant Year Level Co-ordinator before presenting nominated candidates at the next House meeting.
- 3.8.2.3.5. All successful applicants will be presented to students who will vote to determine the captains in each age category.
- 3.8.2.3.6. Students can only vote once in each age category.

3.9. Bus:

3.9.1. P-4 Campus:

3.9.1.1. Monitors will:

- 3.9.1.1.1. assist in organising bus lines
- 3.9.1.1.2. monitor and report behaviour to the Campus Leader or Wellbeing Co-ordinator
- 3.9.1.1.3. assist Prep students at the beginning of the year.

3.9.1.2. 5-12 Campus:

3.9.1.2.1. Bus Captains will be selected:

- 3.9.1.2.1.1. in consultation with the bus driver
- 3.9.1.2.1.2. from reliable students that travel for the majority of the route
- 3.9.1.2.1.3. from students who travel both am & pm on most days
- 3.9.1.2.1.4. generally from middle years or senior students.

3.10. Energy Breakthrough Leaders:

- 3.10.1. Positions of responsibility for all teams will include a Team Captain, Construction Manager and Event Coordinator
- 3.10.2. When nominating students for leadership positions students must verbally state their reason for nominating them. The final decision on nominated students remains with the Project Coordinator.
- 3.10.3. The nominated student must then accept or reject the nomination. If they accept the nomination they must explain why they would be a suitable candidate.
- 3.10.4. All students from the respective teams will then vote for their preferred candidate for each position.
- 3.10.5. Students can only vote once for each position of responsibility.

3.11. Prep Buddies:

- 3.11.1. Year 4 students (and Year 3 students if required) will act as Prep buddies and role models.
- 3.11.2. Staff will match the buddies to the prep students.

3.12. College Council Representatives:

- 3.12.1. Students as outlined in the Department Guidelines will be offered the opportunity to nominate.
- 3.12.2. All year 7 to 12 students will have the opportunity to vote via a secret ballot.
- 3.12.3. The ballot paper will include the name and photo of all nominees.
- 3.12.4. The nominee with the highest count of votes will be elected.

3.13. Alpine School:

- 3.13.1. In the year prior, the College will apply to the Alpine School for year 9 leadership places.
- 3.13.2. If the College gains places at the Alpine School:
 - 3.13.2.1. Students who will be in year 9 at the time of placement will be invited to submit applications to be involved.
 - 3.13.2.2. The year 9-12 sub-school manager and the year 9 co-ordinator will organise a panel independent of the College to interview the applicants.
 - 3.13.2.3. The panel will provide a recommendation for the College Principal who has the right to make the final selection.

4. EVALUATION

- 4.1. Evaluation of 5-12 student leadership programs will be ongoing.
- 4.2. Staff will have the opportunity to review programs at relevant sub-school staff meetings as required.

Approved by College Council 20/08/2018