



Student Leadership Policy

Rationale

At Rosanna Golf Links Primary School, the Student Leadership Program provides opportunities for student voice, the development of student leadership skills and encourages active participation in the decision making processes. Our philosophy is to prepare our students to be future leaders in the community.

Aims

The key principles of student leadership are:

- All students have the potential to develop leadership skills over time.
- All students are encouraged to develop and demonstrate leadership skills.
- Student leadership roles in the school are perceived as valuable by students, staff and the school community.
- Leadership skills, knowledge, attitudes and values are developed through a wide range of school programs and activities.
- Leadership skills can be applied to a broad range of school initiatives and programs.
- Student Leadership contributes to a caring, safe environment and promotes student voice within our school community.

Implementation

Guidelines for implementation

Student Leaders:

The Student Leadership selection process commences in Term Four.

Students in Grade 5 and 6 are only eligible to hold one leadership position.

The following positions will need to be filled:

- 2x School Captains
- 2x Vice-School Captains
- 2x Junior School Council Leaders
- 2x Deaf Facility Captains
- 2x House Captains (for each house)
- 2x House Vice Captains (for each house)
- 2x Environment Captains
- 1x Science Captain
- 1x Art Captain
- 1x Auslan Captain
- 2x Band Leaders



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Classroom JSC and Environment Representatives:

- Each class from Year 1 – 6 will have two Junior School Council representatives and two Environment Leader representatives
- Class reps in Years 1-4 may not hold the same position for consecutive years.
- Students in Grade 5 and 6 are eligible to hold the same position as the previous year if the votes indicate.

Timeline and Implementation:

Term 4	Overview of each stage of process
Week Four	<ul style="list-style-type: none"> • A meeting is convened with Year 5 students to present criteria and guidelines of leadership process. This meeting is convened by the Year 5 Team Leader. • Current School Captains speak with Year 5 students about the role and the responsibilities of this position. • Nominations open. Students receive/take an application form at the conclusion of the meeting. • One nomination per student will be accepted. • Student can either be nominated by one of their peers in Year 4/5 or be self-nominated. • Year 3/4 classroom teachers will present the School Captain criteria and role statement to the Year 3/4 students to enable them to develop an understanding of the process and what the positions entails. This will be an ongoing discussion in the classroom until voting commences in Week 7.
Week Five	<ul style="list-style-type: none"> • Nominations are to be submitted to the Year 5 Team Leader. • The Principal and Assistant Principal/s convene a meeting with all nominees to outline expectations of leadership role and what behaviours would constitute a major behavioural breach of the role. • Principal and Assistant Principal/s outline 'Two Warning' policy in the event of 'major' behavioural breaches of expectations, in line with our School-Wide Positive Behaviour Support (SWPBS) framework. Students to learn that in the event of a major behaviour, the student and their parents will be notified that this constitutes one warning against the student's leadership position. • On the instance of a third major warning, the Principal will decide if the student will lose their elected leadership position. If the student's leadership position is revoked, the Principal may decide to promote a Vice leader to the vacant position.
Week Six	<ul style="list-style-type: none"> • Student applications are prepared on a generic template requiring both student and parent/guardian signature.



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	<ul style="list-style-type: none"> • Voting forms prepared with all eligible candidates listed for each position. (Student and staff voting forms colour coded for ease of vote counting.) • Voting forms to include a photo of each candidate.
Week Seven	<ul style="list-style-type: none"> • Presentation of Leadership speeches by prospective candidates to all Year 3-5 students and staff eligible to vote. • All Year 3-5 students vote using voting ballot provided by Year 5 Team Leader. This voting ballot will include photos of all candidates for ease of voting. • All members of the School Leadership Team, all year 3-6 classroom teachers, and a Specialist teacher representative vote. • Votes are counted by the Year 5 Team Leader and presented to Leadership.
Week Eight	<ul style="list-style-type: none"> • Meeting convened with Principal and successful candidates are announced in front of the Year 5/6 cohort (before House Captain speeches). • Successful applicants can call their parents from the Principal's office to notify them of their successful election. • Presentation of House Captains speeches by prospective candidates to all Year 1-5 students and staff eligible to vote. • Specialist teachers elect Specialist captains after House Captain voting concludes. • Year 5 Team Leader announces House Captains and Specialist teachers announce Specialist captains.
Week Nine	<ul style="list-style-type: none"> • All leaders are presented to RGLPS community at Monday assembly. Current leaders congratulate newly elected leaders at assembly. • Successful candidates attend Induction session with the Principal/Assistant Principal/s with a focus on expectations of the leadership role.



Student Leadership Policy

School Captains

Who can apply?

- These positions are to be held by the future Year 6 students.

How are the leaders elected?

- Current students in Years 3-5 vote using the voting ballot provided by Year 5 teachers. This voting ballot will include photos of all candidates for ease of voting.
- The two students with the most votes are elected as School Captains.
- The two students with the 3rd and 4th highest votes are elected as Vice School Captains.

Criteria

- Consistently exemplifies the School Values (Responsibility, Persistence and Kindness) at all times through their attitude and behaviour.
- Demonstrates leadership qualities.
- Displays organisational skills.
- Demonstrates confidence in public speaking.
- Demonstrates interest and willingness to be involved in all types of school activities.

School Captains Role Statement

- Be an exemplary role model at all times.
- Actively participate in Junior School Council meetings.
- Liaise with Principal, Assistant Principal/s and teacher representatives on behalf of all the students at RGLPS.
- Be available every Monday at lunch time to set the hall up for assembly.
- Create assembly roster and distribute to all students leaders. Make any necessary updates and changes as we go.
- Represent the school on official occasions.
- Speak publically at assemblies, special functions and ceremonies.
- Welcome guests to RGLPS and participate in school tours.
- Display School Captain badges to indicate status to other students, staff and parents.

Application

If a student wishes to apply for these positions, they must complete an application form and submit to their classroom teacher by the due date. (See Selection Process Timeline.) The application form must be completed at home with the support of a parent/guardian.

Guidelines for speech

The focus of the School Captain speech will be on the words and messages contained within the speech. (props and incentives are not permitted). The speech should include the following:

- Introduction: Name/interests.



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- School Values: Demonstrate evidence you have followed School Values: link actions to School Values.
- Actions: Realistic promises based on criteria and role statement.



Student Leadership Policy

Junior School Council Leaders

Who can apply?

- These positions are to be held by Year 6 students.

How are the leaders elected?

- Students in Years 3-5 vote using the voting ballot provided by Year 5 teachers. This voting ballot will include photos of all candidates for ease of voting.
- The two students with the most votes are elected as Junior School Council Leaders.

Criteria

- Consistently exemplifies the School Values (Responsibility, Persistence and Kindness) at all times through their attitude and behaviour.
- Demonstrates leadership qualities.
- Displays organisational skills.
- Demonstrates confidence in public speaking.
- Demonstrates interest and willingness to be involved in all types of school activities.

Junior School Council Leaders Role Statement

- Be an exemplary role model at all times.
- Actively lead Junior School Council meetings.
- Mentor younger students in the JSC and take on the role of buddy to the new grade 1 & 2 students coming to their first meetings.
- Be prepared to report back to School Council on JSC initiatives.
- Be able to think “outside the square”, show initiative, have good organisational skills and be a leader who will encourage others.
- Liaise with Principal, Assistant Principal/s and teacher representatives on behalf of all the students at RGLPS.
- Set JSC meeting schedule, distribute this to all students in JSC and inform JSC of any changes.
- Report to Assistant Principal/s to present agenda.
- Record and distribute meeting minutes.
- Represent the school on official occasions.
- Public Speaking at assemblies, special functions and ceremonies.
- Welcome guests to RGLPS and participate in school tours.
- Display JSC badges to indicate status to other students, staff and parents.

Application

If a student wishes to apply for these positions, they must complete an application form and submit this to their classroom teacher by the due date. (See Selection Process Timeline.) The application form must be completed at home with the support of a parent/guardian.



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Guidelines for speech

The focus of the Junior School Council Leader's speech will be on the words and messages contained within the speech. (props and incentives are not permitted). The speech should include the following:

- Introduction: Name/interests.
- School Values: Demonstrate evidence you have followed School Values: link actions to School Values.
- Actions: Realistic promises based on criteria and role statement.



Student Leadership Policy

House Captains and House Vice-Captains

Who can apply?

- These positions are to be held by Year 6 students.

How are the leaders elected?

- All students in Years P-6 are split into their house groups.
- Each student, members of the leadership team and the Physical Education/Sports teacher vote for their preferred house captains using the voting ballot provided by Year 5 teachers. This voting ballot will include photos of all candidates for ease of voting.
- The two students with the most votes are elected as House Captains.
- The two students with the 3rd and 4th highest votes are elected as House Vice Captains.

Criteria

- Consistently exemplifies the School Values (Responsibility, Persistence and Kindness) at all times through their attitude and behaviour.
- Demonstrates leadership qualities.
- Displays organisational skills.
- Demonstrates confidence in public speaking.
- Demonstrates an eagerness to be involved in sporting events at a school level.
- Displays sportsmanship at all times.

House Captain Role statement

- Actively assist with the running of Sports programs, Junior Sports days and special sporting events.
- Liaise with Physical Education/Sport teacher on behalf of Year 5/6 students at RGLPS to organise rosters and sport equipment for recess and lunch borrowing.
- Display sportsmanship, encouragement, enthusiasm and leadership in all school events (sporting and non-sporting events).
- Display awareness of equal opportunities in all House activities.
- Display House Captain and Vice-Captain badges on school uniform.

Application

If a student wishes to apply for these positions they must complete an application form and submit this to their classroom teacher by the due date. (See Selection Process Timeline.) The application form must be completed at home with the support of a parent/guardian.

Guidelines for speech

The focus of the House Captain and House Vice Captain's speeches will be on the words and messages contained within the speech. (props and incentives are not permitted). The speech should include the following:



Student Leadership Policy

- Introduction: Name/interests.
- School Values: Demonstrate evidence you have followed School Values: link actions to School Values.
- Actions: Realistic promises based on criteria and role statement.



Student Leadership Policy

Deaf Facility Captains

Who can apply?

- These positions are to be held by Year 6 students.

How are the leaders elected?

- Deaf Facility students in Years 3-6, all Teachers of the Deaf, Deaf Facility Coordinator and Leadership staff vote using the voting ballot provided by Year 6 teachers. This voting ballot will include photos of all candidates for ease of voting.
- The two students with the most votes are elected as Deaf Facility Captains.
- In the event that the current Year 5 level does not consist of any Deaf Facility students or any students nominating for the role, then applications will open to Year 4 Deaf Facility students.

Criteria

- Consistently exemplifies the School Values (Responsibility, Persistence and Kindness) at all times through their attitude and behaviour.
- Demonstrates leadership qualities.
- Displays organisational skills.
- Demonstrates confidence in public speaking.
- Demonstrates interest and willingness to be involved in all types of school activities.

Deaf Facility Captain Role statement

- Acts an exemplary role model at all times
- Liaises with Principal, Assistant Principal/s, Deaf Facility Coordinator and teacher representatives on behalf of all the students at RGLPS
- Is available every Monday lunch time to set up for assembly and assist in its operation
- Represents the school on official occasions
- Public speaking at assemblies, special functions and ceremonies
- Welcomes guests to RGLPS and participate in school tours
- Is prepared to attend the JSC meetings and share ideas and opinions
- Makes sure the sound field is set up and working for JSC meetings
- Makes sure that students and staff understand how to talk to the deaf students in a meeting so that everyone is included
- Talks to new parents who come through the Facility on tours or at the New Parents Morning Tea
- Represents and leads RGLPS Facility students at the Deaf Sports and helps with the set up and equipment
- Facilitates play for younger students during sound checks each morning.



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Application

If a student wishes to apply for these positions, they must complete an application form and submit this to their classroom teacher by the due date. (See Selection Process Timeline) The application form must be completed at home with the support of a parent/guardian.

Guidelines for speech

The focus of the Deaf Facility Captain's speech will be on the words and messages contained within the speech. (props and incentives are not permitted). The speech should include the following:

- Introduction: Name/interests.
- School Values: Demonstrate evidence you have followed School Values: link actions to School Values.
- Actions: Realistic promises based on criteria and role statement.



Student Leadership Policy

Environment Leaders

Who can apply?

- These positions are to be held by Year 6 students.

How are the leaders elected?

- Students in Years 3-6 vote using the voting ballot provided by Year 6 teachers. This voting ballot will include photos of all candidates for ease of voting.
- The two students with the most votes are elected as Environment Leaders.

Criteria

- Consistently exhibits the School Values (Persistence, Responsibility and Kindness) at all times through their attitude and behaviour
- Demonstrates leadership qualities
- Displays organisational skills
- Willingness to attend scheduled meetings, e.g. Junior School Council lunch time meetings
- Demonstrates confidence in public speaking
- Shows a commitment to making RGLPS a 'Sustainable School'
- Models and encourages all students to be sustainable citizens, who actively nurture our local and global environment.

Environment Leader Role statement

- Liaises with Science teacher to organise and promote Sustainability events
- Collaborates weekly with Science teacher and other Environment Captain for meetings and projects
- Facilitates whole school 'Environment Leader' meetings at lunchtimes
- Helps to enter school data onto the SETS website
- Helps teachers to run special events and whole-school environment activities
- Carries out tasks to help RGLPS sustain our five-star 'Sustainable School' status.

Application

If a student wishes to apply for these positions, they must complete an application form and submit to their classroom teacher by the due date. (See Selection Process Timeline) The application form must be completed at home with the support of a parent/guardian.

Guidelines for speech

The focus of the Environment Leader's speech will be on the words and messages contained within the speech. (props and incentives are not permitted). The speech should include the following:

- Introduction: Name/interests.



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- School Values: Demonstrate evidence you have followed School Values: link actions to School Values.
- Actions: Realistic promises based on criteria and role statement.



Student Leadership Policy

Specialist Captains

Who can apply?

- These positions are to be held by Year 6 students.
- Students who wish to be selected as a specialist captain must complete an application form to express their interest.

How are the leaders elected?

- students will be selected by teachers from the relevant specialist area.

Criteria

- Consistently exhibits the School Values (Persistence, Responsibility and Kindness) at all times through their attitude and behaviour.
- Will have shown a commitment to the particular specialist program.

Specialist Captain Role statement

- Will work alongside teachers and students to improve and promote the program.

Band Leaders

Band director/s will select band leaders after other leadership positions have been appointed. Students who already hold another senior school leadership position may not be selected as a band leader. Band director/s may approach students they wish to elect as band leaders prior to the leadership process beginning to advise of their selection. Students will decide if they accept the position of band leader or apply for other leadership roles.



Student Leadership Policy

Junior School Council Class Representatives

Who can apply?

- These positions are to be held by two students in each class from Years 1 – 6.
- Students in Years 1 - 4 may not hold the same position for two consecutive years.

How are the leaders elected?

- All students in each class vote for their JSC class representative.
- The two students with the most votes from each class are elected as the JSC class representative.

Criteria

- Consistently exemplifies the School Values (Responsibility, Persistence and Kindness) at all times through their attitude and behaviour.
- Demonstrates leadership qualities.
- Willingness to attend scheduled meetings, e.g. Junior School Council meetings
- Displays organisational skills.
- Demonstrates confidence in public speaking.
- Demonstrates interest and willingness to be involved in all types of school activities.

Junior School Council Class Representative Role Statement

- Commit to attending fortnightly lunchtime meetings.
- Assist with promoting activities for the school.
- Negotiate a time with the classroom teacher for reporting back and seeking feedback from their classroom peers.
- Set personal goals to work on for the year and collaborate on a JSC school goal as a team.
- Be prepared to suggest and discuss ideas to improve our school.
- Attend meetings, take notes, return to their home class to inform them of decisions made and collect for feedback for future meetings.
- Take comments, suggestions and ideas from the class back to the JSC meetings.
- Help fundraise for different projects.
- Be a good listener, a confident speaker, take clear notes, be organised and demonstrate commitment to the role.

Application

- A student wishing to apply for the JSC class rep position must prepare and present a short speech in front of their peers.
- Classroom teachers will provide time to write and rehearse speeches at school.



Student Leadership Policy

Guidelines for speech

The focus of Junior School Council Class Reps speech will be on the words and messages contained within the speech. (props and incentives are not permitted). The speech should include the following:

- Introduction: Name/interests.
- School Values: Demonstrate evidence you have followed School Values: link actions to School Values.
- Actions: Realistic promises based on criteria and role statement.



Student Leadership Policy

Environment Leader Class Representatives

Who can apply?

- These positions are to be held by two students in each class from Years 1 – 6.
- Students in Years 1-4 may not hold the same position for two consecutive years.

How are the leaders elected?

- All students in each class vote for their class Environment Leader class rep.
- The two students with the most votes from each class are elected as the Environment Leader class reps.

Criteria

- Consistently exhibits the School Values (Persistence, Responsibility and Kindness) at all times through their attitude and behaviour
- Demonstrates leadership qualities
- Displays organisational skills
- Willingness to attend scheduled meetings, e.g. Environment Class Representative meetings
- Demonstrates confidence in public speaking
- Shows a commitment to making RGLPS a 'Sustainable School'
- Models and encourages all students to be sustainable citizens, who actively nurture our local and global environment.

Environment Leader Class Representative Role Statement

- Check rubbish-free lunches (using classroom chart).
- Empty classroom compost bins at the end of each week.
- Keep a one-sided paper box in the classroom.
- Make sure lights are switched off when the classroom is empty.
- At the end of the day, switch off all computers at the wall.
- Take any extra paper/cardboard to the Recycling Centre.
- Attend 'Environment Leader' meetings at lunchtime.
- Help teachers to run special events and whole-school environment activities.
- Carry out tasks to help RGLPS sustain our five-star 'Sustainable School' status.
- Show a commitment to making RGLPS a Sustainable School.
- Model and encourage all RGLPS students to be sustainable citizens, who actively nurture our local and global environment.

Application

- A student wishing to apply for the Environment Leader class rep positions must prepare and present a short speech in front of their peers.
- Classroom teachers will provide time to write and rehearse speeches at school.



Student Leadership Policy

Guidelines for speech

The focus of the Environment Leader Class Reps speeches will be on the words and messages contained within the speech. (props and incentives are not permitted). The speech should include the following:

- Introduction: Name/interests.
- School Values: Demonstrate evidence you have followed School Values: link actions to School Values.
- Actions: Realistic promises based on criteria and role statement.

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Leadership Application Form

Name: _____

Which position are you applying for?

How have you demonstrated the school values during your years at RGLPS?

Being a responsible role model is an important part of all leadership positions. Provide evidence of how you have demonstrated this.

Speaking publicly to a range of audiences is also an important part of this role. Provide two examples of public speaking presentations you have delivered.

Demonstrate your willingness and preparedness to be involved in school activities. This may include sport, performing arts, general curriculum and community events.

What personal qualities will you bring to the role??



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Student Signature:Parent/Guardian Signature:

