



MOSMAN PUBLIC SCHOOL

Student Leadership Procedure

July 2017



Rationale

At Mosman Public School the development of life-long 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 tone and encourages students to model the values of integrity, excellence, fairness, responsibility, democracy, co-operation, participation, respect and care.

The aim of this procedure is to:

- outline the selection criteria for nominations
- outline the procedures for nominations and voting
- outline the Student Leadership in Primary Schools (SLIPS) program
- state the criteria, the roles of each position once elected (and the retention thereof)
- provide opportunities for senior students to develop leadership skills.

Student Leadership Framework

Leadership Positions: 12 x Year 6 Leaders

- 2 x Captains
- 2 x Vice-Captains
- 8 x House Captains (2 students from each Sport house: Boronia, Glengarry, Monterey and Rangers)

Criteria

- Students in Year 5 will be eligible for nomination provided they meet the selection criteria
- The school will provide the Year 6 Student Leaders with opportunities to act as school ambassadors
- The Student Leaders will receive a badge of office to be worn each day
- The Principal may revoke a School Leader's position if the Student Leadership Charter is not followed

Selection Criteria for Nominations

Students will be eligible for nomination if they:

- respect themselves and others including school property, as well as completing all school work to the best of their ability
- act and speak honestly, as well as politely towards their peers, school staff and community members
- engage in safe, friendly play and co-operate by working with other students and teachers
- show consideration to the feelings and differences of others
- use common sense and think about their actions
- wear their school uniform with pride and participate in all relevant school activities to their best ability
- are willing to speak in public, address an audience, etc
- participate actively in school activities
- are positive role models at all times

- complete and understand all aspects of the Student Leadership in Primary Schools (SLIPS) program, including the regular journey entries, Leadership Logbook and designated assessment tasks.

It is expected that students will be respectful, responsible learners consistently displaying exemplary leadership behaviours.

Nominations for the Year 6 School Leaders

- Year 5 students will participate in a structured leadership program [Student Leadership in Primary Schools – SLIPS] throughout the year, requiring them to complete a leadership log and associated assessment tasks. Students will conference with their classroom teacher to determine their leadership capabilities
- All teachers of Stage 3 students check each candidate’s eligibility against the selection criteria
- Students then self-nominate on the attached nomination form (Appendix 1) prioritising the position they would like to hold for the subsequent school year
- For the roles of Captains/Vice-Captains, all students will be part of an interview process conducted by the Principal and/or Deputy Principals

Speeches for the Roles of Captain/Vice-Captain

Once a student is successful with their nomination and pre-selection, those students wishing to gain the role of Captain or Vice-captain will be required to present a 2 minute speech to their Year 3-6 peers at a 3-6 assembly.

Speeches are to be written at school prior to presenting at assembly. Each student will be given 12 minutes to prepare their speech. The students will be given guidelines of things to include in their speech (Appendix 2). Voting will follow immediately after the speeches are completed.

Voting for Captains/Vice Captains

The voting process will proceed as follows:

- eligible voters include: all Year 3-5 students; successful nominees; and all teaching staff
- students and staff will vote for 1 boy and 1 girl candidate
- positions will be filled in order of the number of votes received
- the Deputy Principals and Stage 3 Assistant Principal will be responsible for organising the secret ballot, as well as conducting the voting and counting the votes
- results of the voting will be announced at the Annual Presentation Day Assembly

Speeches for the Roles of House Captains

Once a student is successful with their House Captain nomination, those students wishing to gain position of House Captain are required to present a 1-2 minute speech, as well as lead a war cry with their respective House group (Year 3-5 students) of Boronia, Glengarry, Monterey or Rangers.

Speeches are to be written at school prior to presenting at the house meeting. Each student will be given 12 minutes to write their speech. The students will be given guidelines of things to include in their speech (Appendix 4). Voting will follow immediately after the speeches are completed.

Voting for House Captains

The voting process will proceed as follows:

- eligible voters include: all Year 3-5 students; successful nominees of each house group (Boronia, Glengarry, Monterey and Rangers); and 3-6 teaching staff

- students and staff will vote for 1 boy and 1 girl candidate
- House Captains will be filled in order of the number of votes received
- the Deputy Principals and Stage 3 Assistant Principal will be responsible for organising the secret ballot, as well as conducting the voting and counting the votes
- results of the voting will be announced at the Annual Presentation Day Assembly

Role Retention Criteria for Year 6 Student Leaders

Mosman Public School expects its Student Leaders to behave in a courteous manner, engage in safe play, complete work to the best of their ability, wear full school uniform and participate actively in all school events. The Principal may revoke a School Leader's position if they:

- receive any major incident cards
- they have been given a Formal Caution of Suspension or a Suspension
- display unacceptable behaviour
- fail to carry out their role
- do not adhere to the Mosman Public School Student Leadership Charter (Appendix 5)

If a School Leader's position is revoked, the boy or girl next in line (based on number of votes) will step into the position.

Roles of Captains and Vice-Captains

- Greet visitors and guests to the school
- Run, or assist with assemblies, special days and events including ANZAC Day and Presentation Day
- Help at Kindergarten Transition and settling these students into school life
- Liaise with school executive and teachers
- Represent Mosman Public School at out of school and inter-school activities and events
- Attend and lead SRC meetings
- Provide reports for the school website and newsletter as required
- Other duties as negotiated

Roles of House Captains

- Hold house meetings before all major carnivals (Swimming, Athletics and Cross Country)
- Assist as required during major carnivals (Swimming, Athletics and Cross Country)
- Generate *house spirit* and encourage house members to perform at the best of their ability at sporting and school events
- Coordinate lunchtime sports sessions as required
- Assisting teachers with setting up and organisation of equipment
- Count house points weekly and announce results at assemblies
- Speak at assemblies – reporting on sporting events
- Provide reports for the school website and newsletter as required
- Assume the role of Captain or Vice-Captain if absent
- Attend SRC meetings
- Assist the running of the K-2 Athletics Carnival

Student Leadership Charter

August 2017

Appendix 5

Mosman Public School values the leadership roles that Year 6 students exhibit within the school. Your child will undertake a major commitment to Mosman Public School as Senior School Leaders (School Captain, Vice Captains, House Captains) and will play a key role in the school leadership team.

As such, the school expects all the leadership team to adhere to the following at all times:

ROLES

- To lead students from K-6
- To represent the school at special events
- To participate fully and responsibly in all school activities
- To lead or participate fully in the Student Representative Council (SRC)
- To complete jobs/responsibilities as asked by teachers or the school executive team or senior executive
- To lead assemblies
- To assist other students and teachers and to demonstrate a willingness to perform extra duties in own time

RESPONSIBILITIES

- To set a good example to all students
- To wear complete school uniform at all times, including leadership badge, school hat, black shoes/joggers, socks which cover the ankle, blue hair ribbons/bands etc. We ask for parental support in ensuring the correct full school uniform is worn at all times
- To be fully prepared and punctual for the activity/event in which you are participating/leading e.g. buddy programs, assemblies etc
- To behave appropriately at all times, in all situations
- To follow school and class rules

CONSEQUENCES

- If a student leader breaches the charter by not fulfilling their commitments, the Principal will issue a formal warning
- Should a school leader then fail to fulfil his/her roles and responsibilities they will lose their leadership position