



Seven Hills West Public School

Respectful, Safe, Responsible Learners

Expression of Interest – Student Leadership Positions 2024

Dear Parents / Carers and Year 5 students,

Year 5 students are invited to apply for student leadership positions in 2024. Students in Year 5 will be able to apply for the following student leadership positions:

- 2 School Captains
- 2 Vice Captains
- 2 Prefects
- 6 Sports House Leaders (2 leaders from each house)

All students who wish to nominate themselves for a student leadership position will be required to self-reflect on the listed student leadership criteria and return the completed application form to Ms Clements by **Monday 30th October 2023**.

Students will be invited to an informal interview with Ms Clements, Ms Griffiths and Mrs Thomson to discuss their application, based on the following questions:

- Why do you want to be a school leader at Seven Hills West in 2024?
- What does leadership mean to you?
- What do you think a leader at our school does?
- What experiences or characteristics do you have that would make you a good school leader?
- If you are elected as a leader, how would you use our 7 Habits to help our school?

We ask that you discuss both the criteria checklist and the interview questions with your child.

All students who nominate themselves for a student leadership position will be required to present a short speech outlining their suitability, after which students from Years 2 to 6 will vote.

A combination of the application form components, interview, and student and teacher votes will be used to determine the student leadership team for 2024.

All student leaders will be expected to comply with the Code of Conduct and fulfil their duties. Student leaders whose behaviour or attitude is deemed unacceptable by the Principal and the Executive Team will be required to meet with the Principal and/or Assistant Principal to discuss their continued suitability to hold their leadership position.

Student Leaders will be announced at the Presentation Day Assembly.

Ms S. Clements
Principal
22.09.23

Ms M. Griffiths
Assistant Principal





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STUDENT LEADERSHIP APPLICATION FORM

I _____ of class _____ wish to apply for the leadership position of:

- School Captain
- Vice Captain
- Prefect
- Sports House Leader

(Please indicate by placing a tick for which role you would like to apply for. You may tick both).

Student: _____
(signature)

Parent: _____
(signature)

Self-Reflection - Student Leadership Criteria

<i>The leadership qualities required to be demonstrated by all candidates are to:</i>	<i>Always</i>	<i>Usually</i>	<i>Sometimes</i>
Model the school expectations of being Respectful, Safe, Responsible Learners			
Show respect to all school community members, including students, staff, parents and visitors			
Demonstrate the 7 Habits, school spirit and a positive attitude towards all school activities			
Be prepared to meet the responsibilities and duties of a leadership position			
Show initiative by offering to help students and staff			
Show innovative thinking by problem-solving and identifying possible improvements			
Be able to work cooperatively and collaboratively in a team.			
Have good organisational, communication and interpersonal skills			
Be prepared to speak publicly when required			





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STUDENT LEADER CODE OF CONDUCT

As part of the school's leadership team, you agree to comply with Seven Hills West Public School's Student Leader Code of Conduct, which outlines the behaviours expected of all student leaders.

Student leaders will demonstrate the school values by:

- Modelling the school expectations of being a Respectful, Safe, Responsible Learner
- Following all school and classroom rules
- Showing respect to all school community members, including students, staff, parents and visitors
- Demonstrating school spirit and a positive attitude towards all school activities
- Showing initiative by offering to help students and staff
- Wearing the correct school uniform with pride

I, (name), acknowledge the privilege of the position of Student Leader at Seven Hills West Public School. I pledge to fulfil my duties and comply with the Student Leader Code of Conduct. I understand that a breach of the Student Leader Code of Conduct may lead to the suspension or revocation of my position.

Level 1 – warning; repeated behaviour will result in the loss of leadership badge for a week

Level 2 – loss of leadership badge for one month

Level 3 – loss of leadership badge for one term

Level 4 – permanent loss of leadership badge

Student Leader's name: _____

Student Leader's signature: _____

Student Leader's Parent signature/s: _____

Principal Signature: _____

Date: _____





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STUDENT LEADERSHIP Policy and Procedures

1. Policy Statement

Seven Hills West Public School believes in maximising leadership opportunities for all students. These leadership opportunities are underpinned by the following principles:

- ❖ All students have a right to be considered for opportunities that will allow them to develop and demonstrate leadership.
- ❖ All students have the potential to be leaders, if given the opportunity.
- ❖ The formal student leadership positions at Seven Hills West PS are **School Captains, Vice Captains and Sports House Captains**.
- ❖ Leadership skills will be taught in a systematic and explicit manner to all students within the school.
- ❖ All leadership positions are considered to be important and of value to the student and the school.
- ❖ Leadership opportunities need to be determined and taken up with due regard to equity of opportunity for all students.
- ❖ The Principal, in exceptional circumstances and after consultation with the staff, may determine that a student's behaviour is presently rendering them unsuitable to hold a designated leadership role within the school.

2. Year 6 Leadership Positions

1. All Year 5 students will be encouraged nominate themselves for leadership positions.
2. Students may hold ONLY one leadership position.
3. Students will be required to complete a **Student Leadership Nomination Form**.
4. Candidates will be required to adhere to the "Candidates' Code Of Conduct" and "Campaign Guidelines".

3. Criteria for Student Leaders

Candidates will:

- Model the school expectations of being Respectful, Safe, Responsible Learners
- Show respect to all school community members, including students, staff, parents and visitors
- Demonstrate school spirit and a positive attitude towards all school activities
- Be prepared to meet the responsibilities and duties of a leadership position
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- Be prepared to speak publicly when required

Students who have been placed on a behaviour level during the year will need to carefully think about the choices they have made and their suitability for Student Leadership positions BEFORE they nominate.

4. Roles and Responsibilities

All Student Leaders will undertake a range of responsibilities, including:

- committing to, and actively participating in the student representative council
- coordinating and taking responsibility for special events, assemblies or fundraising activities
- liaising with and assisting teachers with whole school activities
- taking responsibility to deliver messages to a class in the school and also to be a point of communication for class ideas to feed back to the student representative council
- present relevant reports to assemblies and the student representative council
- keeping the student community informed through clear communication such as announcements in assembly, seven hills west newsletter and school noticeboards

In addition, School Captains and Vice Captains will:

- assist with the Kindergarten Orientation
- prepare presentations for Assembly, which could involve a digital presentation or a short speech
- commit to and actively participating in all school events
- be a role model in the school community

In addition, Sports House Captains will:

- commit to and actively participate in all school carnivals
- lead and co-ordinate a Sporting House for Swimming Carnivals, Cross Country Carnivals, Athletic Carnivals
- be responsible for the borrowing of sports equipment during lunch and recess
- initiate and promote sport and games for the playground and in our school
- encourage all students to be engaged in physical activities

5. Candidate Code of Conduct

Candidates will:

- respect the right of all students to stand for leadership positions
- not pressure students to not vote for other candidates
- not attempt to coerce students to vote for them
- adhere to the Campaign Guidelines

6. Process and Timeline

Student Leadership Timeline- Term 4

Week 1 Applications open	Current Year 5 Students wishing to nominate themselves for a leadership position the following year will complete a <i>Student Leadership Application Form</i> , including a self-reflection on the student leadership criteria.
Week 4 Applications due	<i>Student Leadership Application Forms</i> due by Monday 30 th October.
Week 6 Interviews	Applications discussed with the Principal and executive team. Selected students attend informal interview with the Principal and Stage 3 Assistant Principal.
Week 7 School Captain, Vice Captain, Sport House Captains Speeches and Voting	<p><u>School Captain, Vice Captain and Sport House Captain</u> candidates will present their speeches to Years 2-6.</p> <p>Student and teacher votes to take place before lunch and sealed in a class envelope and collected by Stage 3 Assistant Principal.</p> <p>Stage 3 Assistant Principal and Principal to tally votes with another executive team member.</p> <p><u>Results will not be discussed with students, parents and/or staff members before/during/after presentation day.</u></p>
Week 9/10 Presentation Day Awards Ceremony	Successful leaders (i.e. School Captains, Vice Captains and Sport House Captains) are announced during this assembly and handed their official leadership badges by the Principal and executive.

7. STUDENT LEADER CODE OF CONDUCT

The Student Leader Code of Conduct outlines the behaviours expected of all students elected to leadership positions within the school.

Student leaders will demonstrate the school values by:

- Modelling the school expectations of being a Respectful, Safe, Responsible Learner
- Following all school and classroom rules
- Showing respect to all school community members, including students, staff, parents and visitors

- Demonstrating school spirit and a positive attitude towards all school activities
- Showing initiative by offering to help students and staff
- Wearing the correct school uniform with pride

Behaviour that breaches the Student Leader Code of Conduct may lead to the suspension or revocation of the leadership position.

Level 1 – warning; repeated behaviour will result in the loss of leadership badge for a week

Level 2 – loss of leadership badge for one month

Level 3 – loss of leadership badge for one term

Level 4 – permanent loss of leadership badge

Ms Shanti Clements
Principal

Ms Morgan Griffiths
Assistant Principal (3-6)



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Student Leader's name: _____

Student Leader's signature: _____

Student Leader's Parent signature/s: _____

Principal Signature: _____

Date: _____