



# THARAWAL PRIMARY SCHOOL

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## THARAWAL PRIMARY SCHOOL STUDENT LEADERSHIP PROCEDURE AND POLICY

### Rationale

Student leadership provides an opportunity for students to actively participate in the decision-making processes at our school. Students are encouraged to take on leadership roles in an endeavour to increase their own leadership skills, act as effective role models for the student body and offer responsible service to their school and peers.

### Aims

- To provide opportunities for students to play a significant and effective role in the decision making processes of our school.
- To provide an opportunity for students to become skilled in all aspects of leadership.
- To ensure that student leaders are positive role models for other students.
- To provide a democratic forum where all students are represented by a peer leader.
- To demonstrate and uphold the school's expectations.

A **Student Leadership Team** will be established consisting of:

- two school captains (one girl and one boy), two vice-captains (one girl and one boy) and two prefects (one girl and one boy) from Year 5 for the following Year 6;
- eight house captains (four girls and four boys) from Year 5 for the following Year 6 and eight vice- captains (four girls and four boys) from Year 5 for the following Year 6; and
- one girl and one boy from each class as representatives on the Student Representative Council (SRC).

The **Student Leadership Team** will be provided with staff members to act as coordinators and mentors to the various groups.

- Captains, vice-captains and prefects: Principal
- Sports captains and vice-captains: Sports coordinator/s
- SRC: SRC coordinator/s

### Criteria for Nomination

Students will be eligible for nomination if:

1. They care for themselves and others including school property as well as (completing all school work to the best of their ability).
2. They act and speak honestly as well as politely towards their peers, school staff and community members.

3. They engage in safe, friendly play and co-operate by working with other students.
4. They show consideration to others feelings and differences.
5. They wear their school uniform with pride and participate in all relevant school activities to their best ability.
6. They obey school rules.
7. A student can only hold one position of office in a given calendar year ie, cannot be a prefect and class SRC representative.

## **CAPTAINS AND PREFECTS ROLES AND RESPONSIBILITIES**

The Captains and Prefects could be called upon at any time to assist with a variety of roles and responsibilities. These include:

1. Regular meetings with the Principal and Assistant Principal
2. Membership on and leadership of the Student Representative Council
3. Represent the school at outside functions
4. Be a role model for other students and be respectful of their position
5. Be pro-active in playground issues
6. Deliver welcome and thank you speeches to special visitors and guests
7. Greet and welcome special visitors at the school gates, introduce themselves and show them to the office
8. Represent the students at discussion with the staff and parent groups
9. Run K-6 assemblies and assist in the presentation of awards at assemblies
10. Setting up for outside assemblies
11. Assist with Smooth Start
12. Assisting with Kindergarten Orientation
13. Assisting with Kindergarten's first day
14. Assist in End of Year Presentation Day Assembly
15. Assist in any other additional activities as required
16. Run special assemblies e.g. ANZAC Day etc.

## **Speeches for Prefect Body**

Once a student is successful with their nomination, they are required to make a 2-3 minute speech. The students selected will present their speech to the K-6 students and school staff in Term 4. All speeches must be run by the Principal or Assistant Principal for approval prior to presenting them at the assembly.

The speech must include:

1. Why they want to be a prefect.
2. The personal qualities expected of a prefect and how they have demonstrated these qualities.
3. The responsibilities expected of a prefect.
4. Leadership roles and representative roles (zone sports, band, public speaking etc) undertaken.
5. Students may add additional material, including outside interests and background information about themselves.
6. Speeches should be no longer than two to three minutes.
7. There will be no election posters, flyers or other campaigning materials.

## Time Line

### November Term 4:

- Nominations called for from Year 5 students. Nominations counted and put to the staff for ratification.
- Successful candidates announced to school.
- Speeches presented to whole school. Students (Year 2-6) and staff vote.
- Elected prefects are announced to the school.

### December Term 4:

- Staff and prefects vote for Captain/Vice Captain.
- New leaders announced at Presentation Day.

### **CAPTAINS AND PREFECTS PLEDGE**

We the captains and prefects of Tharawal Primary School  
Are proud to have been elected  
As the student leaders for the year 20\_\_  
We promise to follow school rules at all times  
Be an excellent role model for all students  
Show respect to all members of the school community  
And to maintain the highest standards set  
By previous Captains and Prefects.

Captains and prefects are required sign the pledge.

I agree to abide by the Tharawal Captains and Prefects pledge. I understand that persistent breaches or a serious breach of this pledge may result in the loss of my office. This will be done in consultation with the school executive.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Principal

Date:\_\_\_\_\_

## **Election Process**

1. All Year 5 children nominate 5 boys and 5 girls and the 6 most nominated boys and girls are put to the staff for ratification. Students are allowed to nominate themselves. In the event of a tie for 6<sup>th</sup> place all students in 6<sup>th</sup> place are eligible for ratification.
2. The 6 boys and 6 girls are then asked to give a nomination speech to the whole school at a whole school assembly.
3. Following the speeches, Years 2,3,4,5, and 6 vote in class. All staff vote.
4. Students vote for 3 boys and 3 girls.
5. The 3 boys and 3 girls with the most votes are the elected prefects.
6. These students are announced at an assembly.
7. The elected prefects and staff then vote for the school captains. The boy and girl with the most votes are elected as the school captains. The boy and girl with the second most votes are elected as the vice-captains.  
N.B. In the event of a position becoming vacant, the student with the next highest votes will fulfill the position.
8. School Leaders for the following year are announced at Presentation Day and badges are presented.

## **Sport House Captains and Vice Captains**

- Sports House Captains/Vice Captains will be voted after Prefect elections.
- School Captains and Prefects cannot run for Sports House Captain.
- Sports House Captains/Vice Captains must be in Year 6. Year 5 students may only be elected if there are no Year 6 students available.
- Before voting commences, all students intending to nominate **must be ratified by staff**
- Votes will be taken at Sport House Meetings.
- Members of each sport house in Years 2-6 will vote for their captain and vice-captain.
- Each nominee will be asked to speak very briefly to the sport house about why they should be elected.
- The boy and girl with the most votes will be captain. The boy and girl with the second most votes will be vice-captain.
- Students can self-nominate
- Voting will be by secret vote/ballot.

## **House Captains Roles and Responsibilities**

1. Assist staff conduct house meetings
2. Organise House cheer squads
3. Organise and lead house activities during sports carnivals
4. Accept awards on behalf of their house at Presentation Day
5. Always display exemplary sportsmanship

## **Student Representative Council (SRC)**

- SRC elections will be held in Term 1 every year.
- Each class will elect one boy and one girl to represent their class at the SRC meetings.
- Students can only be a representative every three years.

## **SRC Roles and Responsibilities**

1. Attend all SRC meetings
2. Organise and lead class meetings
3. Report to the SRC on suggestions or concerns from their class

4. Report back to their class about SRC activities
5. Assist with organising SRC events

### **Evaluation**

- This policy will be evaluated every 2 years.

The evaluative measures will be determined by the following criteria:

- Number of students enrolled
- Distribution of leadership roles
- Needs of the school
- Ratio of boys to girls

**This policy has updated May 2021**

