

# STUDENT LEADERSHIP POLICY

*Leadership.....any action that makes the world a better place*

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## INTRODUCTION

At Corinda State High School, leadership is an important area for student learning. We believe that everyone has the potential to exercise leadership, whether or not in formal positions. Leadership is not a responsibility confined to the 'badge wearers' and is shared by all students and staff. "Any action we do that makes the world in which we live a better place" is the paradigm shift for our leaders of tomorrow.

Our goal is to have students understand what is involved in ethical and effective leadership, and to assess and develop their own abilities so that they are more confident and able to provide leadership when required. Through participation in the whole of school Student Leadership Development Program and involvement in community service projects, students learn about the skills involved in effective leadership and the ethics of leadership in the context of community service. Students are encouraged to take on leadership positions at all levels within the school and wider community.

## VISION AND VALUES OF STUDENT LEADERSHIP

### School Values

Our vision is to contribute to the development of people who are equipped to participate in a dynamic society, to take responsibility for themselves, for their lifelong learning and for stewardship of the earth.

Student leaders at Corinda SHS are passionate about:

- having an impact on the quality of student life,
- making a difference in the community,
- enhancing the school environment and
- addressing social justice issues.

### Student Leadership Program

The Corinda SHS Student Leadership Development Program is a whole of school program that lays the foundation for the emergence and development of leadership qualities. The program aims to:

- provide opportunities for well balanced, holistic learning through an enterprise education approach
- develop the leadership capability of students so that they can be recognised as community leaders
- develop a culture of active citizenship to provide high calibre leaders for the future
- develop the school's global perspective and enabling students to be independent, resilient world citizens.

This program takes place outside of timetabled curriculum time, on most occasions, in various forms e.g. Leaders Up Late and High Resolves.

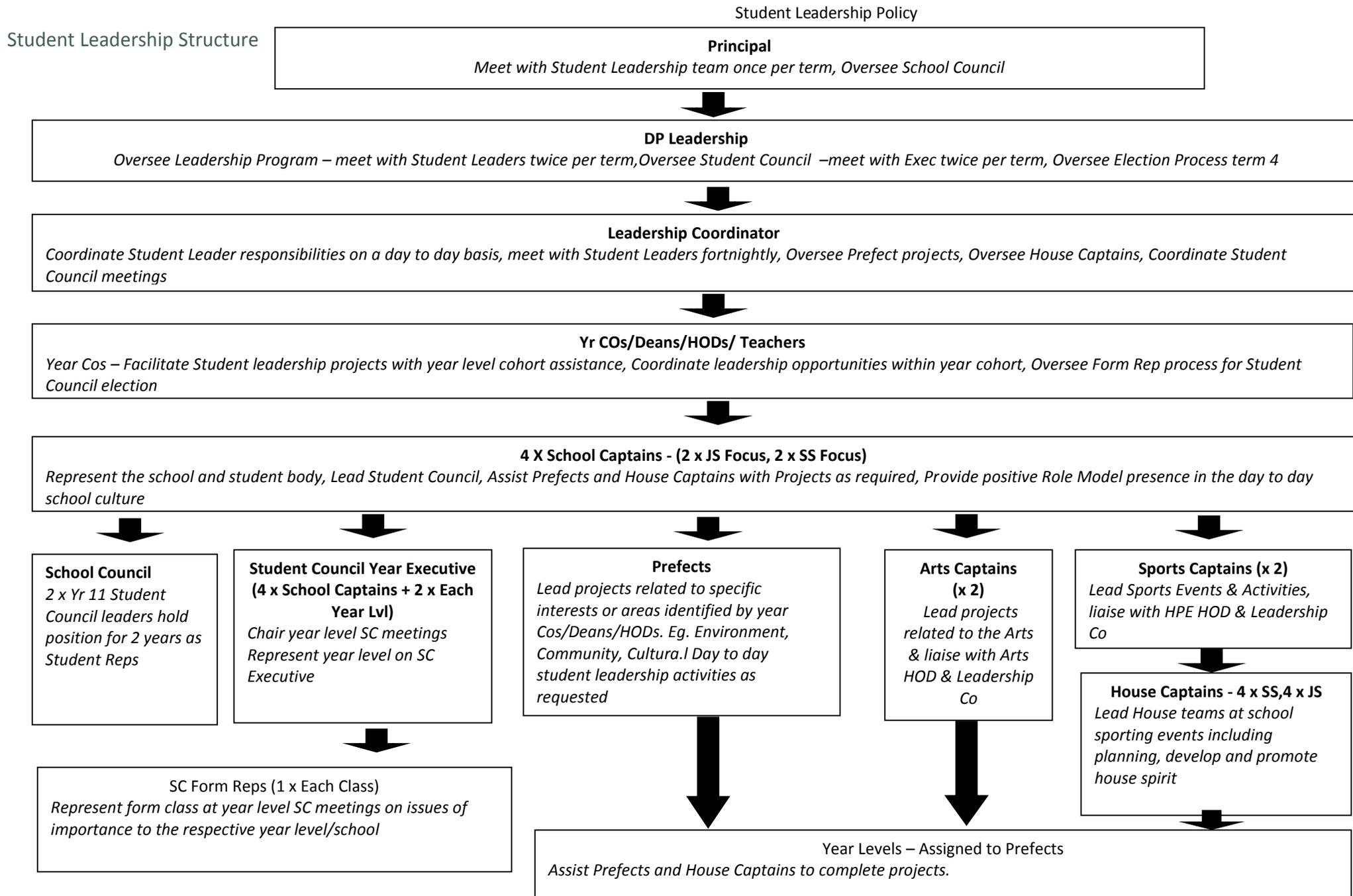
## THE STUDENT LEADERSHIP MODEL

### The Aims of this Leadership Model

- To develop the leadership capability of many students so that they can be recognised as community leaders.
- To promote a culture of active citizenship to provide high calibre leaders for the future.
- To broaden the base of student leadership by providing opportunities for all students to develop and demonstrate leadership skills in a variety of contexts.
- To acknowledge and reward those students who accept the challenge to fulfil the criteria for specific student leadership roles.

### Principles of Student Leadership

In this model, leadership is defined as students taking responsibility for contributing in a positive way to their own and other peoples' lives within Corinda SHS and beyond. It follows then, that every student can demonstrate leadership in one or more of a number of different ways, with an understanding that some will demonstrate leadership in varying degrees of effectiveness.



## What Does It Look Like?

At Corinda SHS, the student leadership model operates under the four School Captains, two with a Junior Secondary focus and two with a Senior Secondary focus.

### School Captains

The school captains will provide leadership to the Student Council Executive. All four successful applicants will share duties depending on individual strengths and meet regularly with the Student Council Executive, Student Leadership Coordinator and the Principal.

### The Student Council Executive (SCE)

The SCE will provide leadership and direction to the SC as well as liaise with Student Leadership Coordinator and the Principal. Attendance at SCE meetings are compulsory, with executive positions (President, Chairperson) being rotated through the 4 School Captains and meets every second week (5 meetings per term).

### The Student Council (SC)

The SC provides leadership opportunities for students across the whole school. SC operates within a **relational framework** where students at every level have an opportunity to make a direct contribution to the school through student representation at the form, year and executive level.

### Art and Sport Captains

Art and Sport Captains come from the Year 12 cohort group. The Art Captains lead activities and projects within the Arts faculty and liaise with the Arts HOD and the Student Leadership Coordinator. The Sports Captains lead activities and projects within the Sports faculty and liaise with the Sports HOD. In addition, the Sports Captains liaise with House Captains around Sporting events

### Prefects

Prefects have the opportunity to lead activities/projects related to their specific area of interest. Prefects work hard to promote their area of interest within the school and broader community. Prefects are mandated to make a difference (e.g. attitudes, a place, awareness etc) as an essential outcome of their captaincy. Prefects will have year levels allocated to them to assist them to undertake projects. These projects will also provide leadership opportunities within year level cohorts

### House Captains

House Captains are drawn from the Year 9 and 12 cohort group. There are 4 Senior House Captains and 4 Junior House Captains. House Captains operate within the house spirit framework. Their role is to develop house spirit across the school by identifying opportunities for house competition.

## GUIDELINES FOR ELECTION OF STUDENT LEADERS

All formal leadership positions will be determined in Term 4 of the year prior to taking office. The roles will be taken up at the commencement of the New Year, however it is anticipated that new leaders will fulfil delegated duties such as participating in Year 6 Orientation Day in the preceding year and the first day back with Year 7s in the new school year.

The closing date for nominations is final. Students nominating for all positions must complete the official application form in full.

A panel will meet to decide applicant suitability. This panel will consist of:

- Year 11 Deputy Principal
- Year 11 Year Level Coordinator
- Head of Department- The Arts
- Head of Department- HPE
- Leadership Coordinator

A list of suitable students for each leadership position will be published within the school and progressed to the next stage of the election process. Unsuccessful applicants will have the opportunity to receive verbal feedback from the panel chair.

### School Captains

The school captains will represent the student body and Corinda SHS through various channels in the leadership structure.

### Stage One of the Election Process

There are four office bearers for Corinda State High School Captains all of equal importance.

Students deemed by the panel as suitable for the position of School Captain will be invited to take part in Stage Two of the election process.

## Stage Two of the Election Process

### School Captains

Successful applicants must deliver an address to their cohort and the Year 10 cohort on the designated date. At the conclusion of the speeches:

- Selection panel of (1 Admin, 1 Year Level Coordinator) will rate each candidate's speech.
- Students in the Year 11 cohort group will give a 1, 2 vote by secret ballot to their two preferred candidates.
- The top 6 students rated by student ballot, and the top 6 students rated by panel will progress to the final stage. If a student rates in the top 6 of the student and panel selection, the number of students progressing to the final stage will be reduced.

### Election Panel

Students who progress to the final stage of the election process will be interviewed by a selection panel (Principal, Year 11 Deputy Principal, and Year 11 Year Level Coordinator). Candidates will be rated according to their performance at interview for each of the executive positions. Highest rating for each position will be elected.

### Student Council

There are 3 tiers to the Corinda SRC Model. *Form Class Representatives* provide the broadest base of student involvement. One student from each Form Class brings their class ideas, issues, debates, etc, to Year Level Meetings for discussion/action. Each year level has two *Year Level Leaders* who chair this meeting and take resolutions from this meeting to the whole school SC Executive meeting. The School Captains oversee the whole process.

### Year Level Leaders

All students in a cohort have the opportunity to apply for the position of Year Level Leader. Students nominate and deliver a speech to their cohort. A secret ballot will be conducted at the conclusion of the assembly. Teacher will also be invited to cast a vote and this will contribute to the overall voting result.

A Selection Panel will be convened to interview candidates. The panel will use the interview as well as the votes to determine the candidate's success.

The election of Year 11 Year Level Captains is a short application process in preparation for end of year Captain positions.

### School Council Student Representatives

A key role of the Year 11 Year Level Leaders, elected biannually, is to participate in the School Council. Meetings of the School Council are held twice per semester. Elected leaders will hold the position as School Council Student Representative for two years.

### Form Class Representatives

One SC representative from each Form class elected. Students will be nominated by form teachers or nominate themselves, via written application, for the position of Form Class Representative. Form teacher to determine suitability of the candidate's application. Applicants are to address the class as to their suitability to the role. Form teacher to run a secret ballot election process. Student with the most votes will be deemed the elected Form Class Representative.

### Prefects/Arts Captains/Sports Captains

#### Stage Two of the Election Process

#### Arts Captain

Suitable applicants will be interviewed by a selection panel (1 Admin, The Arts HOD) and ranked according to their performance. The two students with the highest ranking will be awarded the positions of Arts Captain

#### Sport Captains

Successful applicants will be interviewed by a selection panel (1 Admin, The HPE HOD) and ranked according to their performance. The two students with the highest ranking will be awarded the positions of Sports Captains.

## House Captains

Students identified as worthy by the selection panel in the above process, but not awarded a Captain position, will then be considered for the role of House Captain. House Captains will be determined by the same process used to elect the School Captains.

## Prefects

Successful applicants will be interviewed by a selection panel (1 Admin and Year 11 Coordinator, and/or Leadership Coordinator) and ranked according to determined criteria. The highest ranking students will be awarded Prefect positions. (\*The number of prefects may vary from year to year dependent upon applicant suitability and school needs)

## Eligibility

A framework of questions throughout the election processes will be integral to the application process:

- How have I been an exemplary role model? (*behaviour, attitude, effort*)
- How have I demonstrated initiative?
- What has been my impact?
- Who have I impacted? (Your peers as well as those whom you may be serving in other years?)
- How have I impacted? (Have I changed the behaviours of my peers and others and/or created 'fellowship' because of decisions made and actions taken?)

In addition, students must meet the requirements of the School Representation Policy. Students must also obtain the signature of two teacher referees to endorse their nomination for a leadership position.

## Awards Procedure

Students will be notified of their success in obtaining a senior leadership positions in Term 4. The Corinda SHS student leadership team will be officially announced at the Year 11 Merit Ceremony.

## Badges of Office

### School Captains

- Badge denoting position

### Year Level Leaders

- Year 11 Year Level Leaders receive school blazer and badge
- All other Year Level Captains/Prefects receive badge

### Prefects/Arts/Sports Captains

- Captain Badge denoting position

### House Captains

- Captain Badge denoting position
- School Blazer

## Student Leadership Investiture

The Student Leadership Investiture occurs in week 3 and is a key event in the Corinda SHS calendar. The SC Executive works closely with the Principal and Events Deputy in planning and co-ordinating this event.

### Key activities:

- The outgoing SC Executive is invited back to participate in the Investiture Ceremony. Their role is to present the badges to their corresponding incoming office bearer
- School blazers are presented to the School Captains by the P&C President
- The outgoing SC President delivers an address to the new executive
- The incoming School Captains deliver an address outlining the vision for the year and what they hope to achieve
- **Badges only** are presented to Prefects and House Captains
- Blazers will be presented to the Prefects and House Captains at the next whole school assembly

## ROLES AND RESPONSIBILITIES OF STUDENT LEADERS

### School Captains

The four school captains are to represent both Corinda SHS and the student body. They will share roles depending on strengths and work regularly with the SC Executive and the Project Captains. They will meet regularly with all captains and the Principal to ensure that goals are being met.

Duties of the School Captains could include, but are not limited to:

- Performing at school speaking / representation engagements
- Representing the school at official functions
- Discussing any proposals with the Principal prior to SRC meetings
- Overseeing the SRC Executive
- Providing input into school strategic planning
- Representing whole school student body on working parties, boards, committees
- Leading Speech Night
- Writing the Annual School Report for the Magazine
- Attending and presenting a Student Report at P&C Meetings at least once per Term
- Leading a whole school event e.g. Valentine's Day, Talent Quest
- Participation in Year 6 Orientation Day Program and Year 7 First Day of school
- Coordinating senior jersey process
- Attending P&C meetings on a rotational basis
- Attendance at Year 11 camp.

### Student Council (SC)

The aim/role of the SC is to provide a means of expression of student opinion, enabling students to raise issues concerning their involvement in the life of Corinda SHS. The SC also provides a forum for the wider School community to consult a representative body of students. Activities the SC are likely to be engaged in could include co-ordinating the gathering and presentation of student opinion and ideas on key decisions within the School community; encouraging greater understanding and communication between students, staff, administration and parent bodies; and providing a forum for student debate, recommendations and decisions regarding matters concerning students and/or the whole School community.

The SC is a *relational process* of students coming together attempting to accomplish change or make a difference to benefit the common good.

### Prefects

Duties of the Prefects could include, but are not limited to

- Developing an action plan around activities to support their project/s of interest
- Organising events/activities which align with their project/action plan
- Meeting regularly with their mentor teacher
- Leading their allocated year level to assist in project completion
- Taking a proactive role in issues relating to their project area
- Being a visible and active spokesperson on Year Level assemblies, full school assemblies and student notices
- Being active and positive promoters of Corinda State High School and its achievements within and beyond the school
- Attendance at Year 11 camp.

Corinda SHS is committed to equal opportunity, and selection to the position of Prefects will be on the basis of merit and fair consideration will be given to all applicants. The number of Prefects selected will be determined by the needs of the school. Applicants who are unsuccessful may request verbal feedback from the Year Level Coordinator on the Prefect Selection Panel.

### The Arts Captains

The Arts Captains work with staff and students to create an Arts culture and environment where all students can flourish. The Arts Captains will be confident and effective communicators, masterful in their field, able to take the initiative and work collaboratively, but most importantly, must be passionate about The Arts.

Duties of The Arts Captains could include, but are not limited to:

- Working with HOD, Coordinators and teachers to communicate a vision for The Arts and culture at Corinda
- Working with the House Captains
- Developing a strategic plan to set goals, and using highly developed interpersonal skills, influencing others to help you achieve them
- Building cohesive teams and working collaboratively with others to achieve goals and meet timelines

- Sharing the hosting role and contributing to event management of major projects and presentations
- Communicating your passion and enthusiasm for The Arts teams and projects to others
- Attendance at Year 11 camp.

## The Sports Captains

Duties of the Sports Captains could include, but are not limited to:

- Working with HOD, Coordinators and teachers to communicate a vision for the Sports Department and culture at Corinda
- Working with the House Captains
- Being actively engaged in personal sporting pursuits and exhibiting exemplary good sportsmanship on all occasions
- Taking a leadership role in the planning and organisation of school and district sporting events
- Canvassing student perspectives and advocating for change on behalf of student body; developing new products to engage all members of the school community
- Being proactive/creative in sport promotion and activities for upholding/growing school traditions
- Attendance at Year 11 camp.

## Senior and Junior House Captains

Duties of the Sports Captains and Vice Captains could include, but are not limited to:

- Leading the respective House Teams by leading and supporting sign-ons for all school events e.g.: swimming carnival, athletics carnival, cross country, inter-school sports, inter-house debating, theatre sports, chess
- Leading and developing House spirit via cheer squads
- Assisting the Sport Captains in collecting feedback from the student body about existing events, and developing ideas for future activities
- Providing sports products considering logistics and traditions
- Sports & The Arts promotion and marketing.

## ACTIONS THAT MAY JEOPARDISE STUDENT LEADERSHIP

Circumstances leading to loss of a leadership position could be any of the following, plus any other actions deemed contrary to the trust placed in a Student Leader:

- Non-compliance to Corinda SHS School Representation Policy
- Unexplained or inadequately explained absences from class or school
- Any major infringement of school rules
- Repeated minor infringements of school rules
- Several adverse reports concerning poor behaviour, attitude or ineffectual and inappropriate exercise of authority.

Infractions which are so serious and blatantly anti-social will result in immediate removal of the school leadership position which, once removed, may be permanent. This may include anti-social and/or inappropriate behaviour outside the school that comes to the attention of and requires action from the school. A loss of leadership means that the student forgoes all duties and rights, and must return all badges of office immediately to the Principal. Parents will be informed of this decision through a meeting with the Principal.

All leadership position holders are required to undergo a review each term. This review will occur with the Student Leadership Coordinator/Admin member and will comprise a discussion around student's performance according to role as outlined.



## APPENDICES

## Student Leader Election Timeline

TERM 3	
10	Leadership Applications OPEN (Years 7-11) <ul style="list-style-type: none"> <li>✓ All positions except for Form Class Representatives</li> <li>✓ Leadership Application Packs available at Administration Office or from Year Level</li> </ul>
TERM 4	
1	Leadership Applications CLOSE <ul style="list-style-type: none"> <li>✓ Leadership Applications are to be returned to relevant Deputy Principal by the end of Week 1</li> </ul>
2	Leadership Applications assessed by relevant panels <ul style="list-style-type: none"> <li>✓ Panel consists of Deputy Principals, relevant Heads of Department &amp; Year Level Coordinators and teacher representatives</li> </ul>
3	Successful candidates present election speeches on assembly <ul style="list-style-type: none"> <li>✓ School Captain candidates - Senior School Assembly</li> <li>✓ All other leadership positions - Year Level Assemblies</li> </ul>
4	Interviews conducted with successful candidates by interview panel <ul style="list-style-type: none"> <li>✓ Interview panel consists of relevant Year Level Deputy Principal, Year Level Coordinator and Head of Department</li> </ul>
5	
6	
7	Student Leadership Positions Finalised <ul style="list-style-type: none"> <li>✓ School Captains, Prefects, Arts &amp; Sports Captains announced at Year 11 Merit Ceremony</li> <li>✓ Year 8–11 Year Level Leaders and Junior House Captains announced at relevant Year Level Merit Ceremonies</li> </ul>
8	
9	Year 6 Orientation Day Program <ul style="list-style-type: none"> <li>✓ All newly elected Leaders to be involved</li> </ul>
10	
NEW SCHOOL YEAR	
1	Day One <ul style="list-style-type: none"> <li>✓ School Leaders involved in Year 7 activities</li> </ul> Form Class Representative Nominations & Elections
2	<ul style="list-style-type: none"> <li>✓ Year 8–12 Form Class Representative nomination and elections held in form classes</li> </ul> <b>ALL LEADERSHIP POSITIONS (Yr 8-12) MUST BE DETERMINED BY END OF WEEK 2</b>
3	Leadership Investiture Ceremonies
4	Leadership Big Day Out <ul style="list-style-type: none"> <li>✓ All elected leaders are expected to attend</li> </ul>
TERM 2	
1	<ul style="list-style-type: none"> <li>✓ Year 7 Form Class Representative nomination and elections held in form classes</li> </ul>





Which teacher at the school is the best able to verify your information?

**RELIABILITY, COMMITMENT, RESPONSIBILITY**

These are some of the personal qualities essential for these positions. If you consider that you satisfy these criteria, please attach a brief explanation supporting your application.

**Staff member supporting statement:**

I support and endorse this application made by ..... Form Class: .....

Statement of support is attached

Staff member supporting this application: ..... (please print)

Signed (staff member): \_\_\_\_\_ Date: \_\_\_\_\_

**Parent Endorsement of Leadership Application:**

I acknowledge and endorse this application made by my son/daughter. I understand if that if their application is successful they may be required to attend events throughout the year, including the Leadership Big Day Out (some costs may be incurred).

Signed (parent/guardian): \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Form Class: \_\_\_\_\_