

PICNIC POINT PUBLIC SCHOOL

LEADERSHIP POLICY



“Strive to Excel”

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Rationale:

Picnic Point Public School is committed to offering diverse leadership opportunities across all aspects of school life. These experiences support students in developing citizenship and an understanding of democratic processes. At Picnic Point there are a range of formal and informal leadership opportunities, the most prominent being student leadership through the Captains, Prefects, Aboriginal Ambassador, Sports House Captains, Library Monitors, Eco Bees and Student Representative Council.

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

Leadership Opportunities:

Our school encourages leadership roles to be spread amongst the student body. Student leadership roles are not gender specific.

The Picnic Point Student Leadership Team comprises of:

- 2 School Captains (Yr 6)
- 6 Prefects (Yr 6)
- Aboriginal Ambassador (Yr 6)
- 6 Sport House Captains - 2 for Murungal, 2 for Djarraral and 2 for Guwing (Yr 6)
- 4 Library Monitors (Yr 6)
- 4 Eco Bees (Yr 6)
- 2 Student Council Representatives (SRC) from each class (Yrs 2 - 6)

Students Leadership Responsibilities

Every student leader should lead by example by following our school CARES rules, demonstrating our Learner Qualities and promoting a positive school culture. The following role specific responsibilities will be expected of student leaders in their different roles.

School Captain

- Work cooperatively with prefects, student leaders, and school staff to plan and lead student initiatives.
- Lead whole school assemblies and community events e.g. school tours, special events, community celebrations, Anzac Day services.
- Speak confidently and respectfully on behalf of the school when required.
- Help coordinate and support school events e.g. fundraisers, sports carnivals, and cultural celebrations.
- Attend and lead SRC meetings and contribute to planning and decision making.
- Support peers academically, socially, and emotionally when possible.

Prefect

- Assist School Captains in leading whole school assemblies and community events e.g. school tours, special events, community celebrations, Anzac Day services.
- Represent the school at events when school captains are unavailable.
- Help coordinate and support school events e. g. fundraisers, sports carnivals, and cultural celebrations.
- Attend SRC meetings and contribute to planning and decision making.
- Work cooperatively with School Captains, student leaders, and school staff to plan and lead student initiatives.
- Support peers academically, socially, and emotionally when possible.

Aboriginal Ambassador

- Be a respectful and proud role model who demonstrates leadership and cultural pride.
- Attend SRC meetings and represent Aboriginal student voice promoting understanding, respect, and awareness of Aboriginal perspectives.
- Lead Acknowledgement of Country at assemblies and events.
- Connect with and mentor Aboriginal students at Picnic Point Public School.
- Represent Picnic Point Public School at Belonging Days, Aboriginal education events, and community celebrations.
- Help coordinate and support school events that promote Aboriginal Cultures, such as Reconciliation Week and NAIDOC Week.

Sport House Captain

- Encourage fair play, teamwork, and positive sportsmanship.
- Assist with distributing sports equipment during lunch and recess at least once per week.
- Assist School Captains in leading whole school assemblies.
- Speak at assemblies or events when needed to celebrate sports achievements or encourage participation.
- Represent and lead their house at sporting events and carnivals.
- Motivate and encourage students to participate in sport and do their best.

Library Monitors

- Assist with keeping library shelves neat and organised, attending the library at least once per week.
- Help return and shelve books in the correct sections.
- Support younger students in finding books or using the library space respectfully.
- Help with Book Club, book fairs, and Book Week.

Eco Bees

- Help care for the school's gardens, including the vegetable garden, by planting, watering, weeding, and harvesting.
- Support and guide younger students during gardening activities, modelling safe and respectful garden practices.
- Promote ecological sustainability across the school (e.g. through recycling programs, composting, waste free lunches, sustainable schools program).
- Work with staff to develop new ideas and initiatives that support a cleaner, greener school environment.

Student Representative Council

- Attend SRC meetings to discuss ideas, events, and school improvements.
- Listen to classmates and share their suggestions or concerns at SRC meetings.
- Report back to their class after meetings with updates or decisions made.
- Help plan and support school events such as fundraisers, special days, and community projects.
- Work as part of a team with other students, school leaders, and school staff.
- Encourage classmates to get involved in school life and help build a caring school community.

Prefect and Sport House Captain Nomination

To be considered for election to the position of captain, prefect and sports house captain the following process needs to be followed.

To be nominated students need:

1. To meet the criteria outlined below.
2. Complete a nomination form.
3. Request a teacher to endorse and sign the nomination.

Is the students:

Worthy of the position	Reliable	Trustworthy	Punctual
Courteous and polite	Approachable	Responsible	Friendly
Caring	A confident public speaker		

Does the student:

Wear correct school uniform consistently	Follow class and school rules
Set a good example for others	Display sportsmanship
Show initiative	Show pride in the school

To be eligible to election all students must:

- Consistently wears full school uniform.
- Has received no red slips in Semester 2 Year 5.
- Has not been suspended during Year 5.

Prefect Voting Process

If, following the nomination process, more than 20 students are nominated; a pre-poll elimination ballot will be conducted with only senior students (Years 5 & 6) and senior teachers voting to narrow the field to 20 candidates. These final 20 students will then face a further ballot of all students from Yr 2 to Yr 6. This ballot will establish the 8 students to make up the Prefect body for the following year.

Pre-Poll

All nominated students in alphabetical order will deliver their speech. Students must present a 30 second speech. They may use palm cards. Senior students will allocate their preferences for twenty students (numbered 1-20). The students with the highest aggregate totals will be selected to run in the election. A staff review of this culling process will take place to ratify the students' selections. This number may be increased but not decreased at the discretion of Stage Supervisor and Principal.

Electioneering

Once the student nominees are established, each will be given the opportunity to promote their candidature through posters made by the school and make a speech to the voters from Yrs 2-6. Students are not to hand out pamphlets, stickers, lollies, make own posters or organise other students to vote for them. Students who partake in this activity may be withdrawn from the election.

Speeches by Candidates

All candidates are to present a short speech of no more than 2 minutes at a special assembly, palm cards may be used. Speeches are not allowed to be raps, rhymes or poems and must address why they would make a good prefect. Props are not permitted.

Voting Process for Pre-Poll and Prefects

The week before voting the class teacher/ICT teacher will demonstrate how to use the online voting system in preparation for the election.

Each student from Yrs 2 - 6 and all school staff shall vote in preferential order for their 8 selected students. Again, the candidates with the highest aggregate totals will be elected to the prefect body.

Election of Captains

Following the selection of the leadership team a workshop will be held by a senior teacher, assistant principal and/or principal with the newly elected leaders. At this workshop the students will be given an opportunity to discuss leadership. This will enable the school to find leaders with initiative and problem-solving skills. Following the completion of the workshop the students will have the opportunity to stand for the position of captain. The position of captain will be voted on by the leadership team, senior class teachers and the school executive. Any student not willing to run for the position of captain does not have to and can withdraw from the election. The principal will need to ratify ALL results and selections.

Timeline of Elections

This timeline is a guide

Term 4	Week 1	Prefect Nomination forms sent home
	Week 3	Prefect Nomination forms returned by Friday 3:00pm
	Week 4	Pre Poll
	Week 4	House Captain Nomination forms sent home after top 20 announced
	Week 6	House Captain Nomination forms returned by Monday 3:00pm
	Week 6	Special Assembly - Speeches. Voting will occur directly after
	Week 7 or 8	Leadership training with prefects and house captains
	Week 8 or 9	Voting for captains
	Week 10	Presentation Day Leadership team announced to the community

Announcement of Prefects and Captains

Once all votes have been counted and ratified, all nominees will take home a letter to open with their parents/carers advising if they have been successful or unsuccessful. The new prefect body will be announced at the next assembly. The school will make every endeavour to announce school captains on Presentation Day.

Sports House Captain Voting Process

The voting of sport house captains will take place following the announcement of the prefects.

At the appropriate time students will give a speech to their house group. Students in Years 2 - 6 as well as sport house teachers will vote for the two positions of Sport House Captains.

Votes will be immediately counted and the newly elected sport house captains will be announced that afternoon.

Aboriginal Ambassador

To be eligible for nomination, an Aboriginal and/or Torres Strait Islander student must submit a nomination form. Selection of the Aboriginal Ambassador will be confirmed by the Principal and executive staff. If there is more than one nominated Aboriginal student in Year 6, then both students can hold the ambassador position with responsibilities shared.

The Aboriginal Ambassador can hold other elected positions. If there are no Aboriginal students enrolled in Year 6, then the school will not have an ambassador. The responsibilities of the Ambassador as outlined in this policy will be shared between Aboriginal students enrolled at the school.

Library Monitors and Eco Bees

In Term 4 Week 6 Library and Eco Bees expression of interest forms will be handed out. Students are required to make a statement as to why they should be considered for the position. Completed expressions of interest forms need to be returned by 3:00pm Friday of Week 8.

The Librarian and leader of the Gardening Club will confirm positions.

Student Representative Council

The SRC will be comprised of students from Years 2-6. The prefects and Aboriginal Ambassador will be members of the SRC. All other representatives will be elected by their class at the beginning of the year. Each class will elect representatives as follows:

Years 2-4: Each class elects 2 representatives

Years 5-6: Each class elects 2 representatives (1 Year 5 and 1 Year 6 student)

The 2 school captains lead the SRC.

Meetings will be held during a school break. The day will be determined by the SRC coordinator.

SRC Voting Process

To be considered for election to the position of SRC representative the following process needs to be followed. The election of SRC Representatives will take place in the first 3 weeks of Term 1.

Each student wishing to be considered for election must fill in and return a nomination form within the timeframe given.

All students may stand for election. For an SRC position students must have received no more than 2 red slips the year prior to election.

Speeches by Candidates

All candidates are to present a 40 second speech, palm cards may be used in class. Speeches are not allowed to be raps, rhymes or poems and must address why they would make a good SRC Representative. Props are not permitted; use of any props will disqualify the candidate.

Voting

A ballot paper will be prepared with candidates listed alphabetically.

Each student shall give a vote of 1 and 2 in order of their preference. The first two candidates with the highest totals will be elected.

Timeline of Elections

This timeline is a guide

Term 1	Week 1	Nomination forms must be sent home on Friday
	Week 2	Nomination forms returned by the following Friday 3:00pm
	Week 3	Class speeches and voting - day and time to be determined by the class teacher

Leadership Induction Ceremony

The student leadership team (Captains, Prefects, Aboriginal Ambassador, Sport House Captains, Library Monitors, Eco Bees & SRC) will be inducted at an Induction Assembly during Term 1. Badges

Elected Leaders Agreement

Elected student leaders must comply with all school rules and expectations. These expectations will be outlined to the students before elections, after elections and in a note sent home to discuss with parents. Elected students and parents must complete the elected leader's agreement and return it to school for position to be ratified. Leaders who fail to meet the expectations of the school risk losing their badge and responsibilities. If this occurs the student with the next highest votes will take their place.

Leadership Inductions Ceremony

The student leadership team (Captains, Prefects, Aboriginal Ambassador, Sport House Captains, Library Monitors, Eco Bees & SRC) will be inducted at an Induction Assembly during Term 1. Badges will be presented and the Pledge of Office will be recited.