

# Pupil Voice 2013

Pupils at St Hilda's are encouraged to take an active role in the life of school. The main vehicles for this are:

School Council  
Junior Management Team  
National Ambassadors  
Playtime Buddies



## St Hilda's CE Primary School Council Principles

The Pupil Council is a major vehicle by which we involve the pupils in the school's behaviour management policies and relevant implementation. The Council also contributes significantly to developing a sense of citizenship as pupils have to consider their own needs and those of others, participate in democratic elections and participate in the development of many school policies.

### Pupil Council Charter

The purpose of the Council is to discuss issues considered important to the running of the school by either the pupils or the staff.

The pupil council will consist of one pupil representative from each KS1 and KS2 class. From this electorate, the council will appoint a Chairperson, a Secretary, and a Treasurer. Members of staff may be invited to or request to attend Pupil Council meetings.

### Meetings Pattern

The full Council will meet fortnightly on Wednesday/Thursday afternoons from 2.30 in the Parent Room..

Following the council meeting class representatives need to be allocated time to feed back and gather feedback from their class peers. This 'Class Council' can be done as part of circle time, carpet time or registration time.

Any recommendations made by the Council, as recorded on the minutes, will be passed to the Senior Management Team for their discussion. The school council will report directly to the Inclusion Sub Committee meeting each term outlining their actions and plans.

### Selection of Pupil Council Representatives

At the beginning of each school year each class (Y1-6) will elect, by secret ballot, their year representative to the Pupil Council.

Representatives will put their names forward for election and be seconded by another member of the class. Should more than one representative put their name forward then the class will hold a secret ballot.

Before the election takes place each candidate will need to give a short speech, to the class, outlining why they should be elected.

To stand as a class representative a candidate must fit the following criteria;

- be prepared to attend Pupil council meetings
- be prepared to speak out on the class's behalf at Pupil council meetings
- be prepared to report approved minutes back to the class
- be well behaved and sensible, being a good role model for others.

Once selected should a candidate fail to meet any of these criteria then they can be deselected and a new class representative elected.

A Deputy Councillor will be appointed to stand in should the class representative be absent.

### Role of the Pupil Council Representative

The council representative for each class is responsible for;

- collecting ideas from the class to put forward as possible agenda ideas
- representing the class's ideas about each of the agenda items at the Pupil Council meeting
- reporting back to the class on the discussions at the Pupil Council and passing on any decisions made at the Pupil Council.

The Pupil council representatives may also be called upon to represent the school in many other ways, e.g. meeting special guests to the school, the representatives may also need to report back to the year group any discussions held with such special guests. The Pupil council representative

may also be responsible for representing the pupils' views to representatives from outside the school, e.g. local councils

### **Pupil Council Chairperson**

The Chairperson of the Pupil Council is elected at the first meeting of the school council. The Chairperson will be in post for one full year.

The Chairperson is responsible for:

- helping to set the Pupil council Agenda
- running the Pupil council meeting
- meeting with the Head Teacher on a regular basis to discuss general issues related to the Pupil council or of significance to the pupils
- casting a deciding vote
- Reporting to the Inclusion Sub Committee

### **Pupil Council Secretary**

The Secretary of the Pupil Council is elected at the first meeting of the school council. The secretary will be in post for one full year.

The Secretary is responsible (amongst other things) for:

- helping to set the Pupil council Agenda
- circulating the agenda to the Pupil Council Meetings
- taking the minutes of the Pupil Council Meeting
- circulating the minutes of the Pupil Council Meeting
- Reporting to the Inclusion Sub Committee

### **Pupil Council Treasurer**

The Treasurer of the school council is elected at the first meeting of the school council.

The treasurer is responsible for

- Keeping financial records( with support from SBM)
- Keeping all receipts and passing them to SBM
- Counting and sorting any monies received.

These principles are the starting point for the council and may change as the council and its role develop.

### **Junior Management Team**

Four children are selected by staff members for the roles of Headboy, Headgirl, Deputy Headboy and Deputy Headgirl.

These children act as a direct conduit to the Headteacher and are responsible for writing and reading weekly prayers, showing visitors around school and generally being effective role models to the rest of the school. They are automatic members to the school council.

### **National Ambassadors**

Running parallel to the school council St Hilda's also operates a National Ambassadors scheme whereby a representative from each class is elected to work specifically with our link schools in Lincoln. The children meet fortnightly to prepare the joint work for the visits, presentations to governors and maintaining their log of activities.

### **Playground Buddies**

This scheme is coordinated by Mrs King who recruits Y5 and 6 pupils to act as monitors and peer mentors for behaviour incidents especially during the lunch hour period. The children receive training on how to de-escalate any conflicts and their suggestions for improving behaviour are discussed in their fortnightly meetings.