

Policy Number	Ratification Date	Reviewed	Review Date
25	Oct 2020	Oct 2020	Oct 2023



STUDENT LEADERSHIP POLICY

Aim

At Elsternwick Primary School the development of lifelong leadership skills is one of the learning opportunities offered to all students. Having effective student leaders supports the development of responsible behaviours, a positive school tone and encourages students to model the school values of Respect, Responsibility, Curiosity and Personal Excellence.

In the final years of Primary School, Year 5 and 6 students participate in a School Leadership Conference aimed at encouraging them to reflect on their leadership skills and personal strengths. At the conclusion of the conference all Year 6 students acknowledge a leadership charter and are presented with a young leader's badge.

At Elsternwick Primary School we endeavour to create an inclusive environment for all young leaders to shine and celebrate the spectrum of identities within our community. In line with our Respectful Relationships program, we believe that being a leader is not defined by your gender. In 2021, we will also be removing the hierarchical structure of leadership roles so that they are all viewed with equal responsibility and importance.

We are committed to creating a safe and respectful environment for all members of our community which includes supporting the engagement and the inclusion of trans and gender diverse students. Please see our *LGBTIQ+ Student Support Policy* for further information.

Goals

- To develop students' leadership skills in goal setting, consultative decision making processes, active and reflective listening, seeking feedback and acting in responsible ways.
- To promote students' sense of empathy towards others and pride in themselves and the school.
- To encourage student voice being considered in school decision making processes.
- To develop a student leadership charter that promotes both accountability and a broader valuing of the role of student leaders in this community.

Student Leadership Framework

Elsternwick Primary School has a range of programs that encourage student leadership. These opportunities are in response to the interests and values of our school community. These include:

Leadership Opportunity	Number of Students
Year 6	
School Captains	4 students
House Captains and Vice Captains - Murphy - Lewis - Brickwood - Montrose	2 students per house
Specialist Captains: - Visual Arts - Performing Arts - Language Arts	3 students per Specialist program
Student Representative Council	1 student per class
Wellbeing Leaders	4 students per cohort
Year 6 Leaders	Selection of cohort
Year 5	
Student Representative Council	1 student per class
Peer Mediators	Selection of cohort
Year 5 Prep Transition Leaders	Selection of cohort
Year 4	
Student Representative Council	1 student per class
Year 4 Prep Buddy program	Whole cohort
Year 3	
Student Representative Council	1 student per class

Timeline

A timeline is decided upon each year by the Principal, Assistant Principal, Year 5 teachers and the Specialist teacher team.

An example timeline may be:

- Applications are sent out and students have a week to submit.
- Year 5 teachers and Specialist teachers shortlist top applicants.
- Applications are made anonymous and read by the current Year 5s.
- Year 5s cast silent votes to determine preference for each position.
- Interviews occur concurrently for each role with either the Principal, Assistant Principal, Specialist teachers and current Captains depending on role.
- All positions are announced at a whole school assembly.

School Captains

School Captains are chosen to represent the student body in the following ways:

- Represent the school at various times and events.
- Run SRC meetings as required.
- MC at special events.
- Assist as required during major events such as Swimming, Athletics and Cross Country.
- Thank special guests who come to the school.
- Conduct tours of the school.

Selection Process:

- All students who complete and return an application form have the opportunity to be considered.
- The current Year 5 classroom teachers will select the top applicants based on the quality of the application, behaviour and efforts throughout the year. These applications will be made anonymous then read by the current Year 5 cohort before the students cast a silent vote.
- The top ranked applicants as voted for by the students will then be interviewed by the Principal and current School Captains.
- The Principal and the current School Captains will make the final decision according to the following criteria:
 - demonstration of behaviours that meet the school values and intended contributions to the school.
- All votes counted will be kept until the end of the following year in case a student who has been elected leaves the school, or a position needs to be removed as determined by a member of the principal class team (see our Supporting Positive Behaviours guide).

Communication of successful applicants:

Positions will be announced at a whole school assembly by the Principal. All applicants will find out at the same time if they have been successfully appointed to the position. A Compass message will be sent out to notify all parents and carers concurrently.

House Captains

House Captains are chosen to complete duties that include:

- Hold House meetings before all major events such as Swimming, Athletics and Cross Country.
- Assist as required during major events such as Swimming, Athletics and Cross Country.
- Lead House Supporters to encourage their fellow team mates.
- Coordinate lunchtime sports sessions per term for different areas of the school.
- Run the House Points and House Awards program.
- Assist the PE teacher as required out of instruction hours.
- Present sport awards at assembly.

Selection Process:

- All students who complete and return an application form have the opportunity to be considered.
- The PE teacher will select the top applicants based on the quality of the application, behaviour and efforts throughout the year. These applications will be made anonymous then read by the current Year 5 cohort before the students cast a silent vote.
- The top ranked applicants as voted for by both students will then be interviewed by the PE teacher.
- The PE teacher and current House Captains will make the final decision according to the following criteria:
 - demonstration of behaviours that meet the school values and intended contributions to the school.
- All votes counted will be kept until the end of the following year in case a student who has been elected leaves the school, or a position needs to be removed as determined by a member of the principal class team (see our Supporting Positive Behaviours guide).

Communication of successful applicants:

Positions will be announced at a whole school assembly by the P.E. Teacher. All applicants will find out at the same time if they have been successfully appointed to the position. A Compass message will be sent out to notify all parents and carers concurrently.

Specialist Leaders:

Visual Arts Captains

Visual Arts Captains are chosen to complete duties that include:

- Assist in assembly presentations.
- Support the decision making and co-ordinating of the Year 6 gift to the school.
- Promote Visual Arts at EPS.
- Develop and promote whole school art activities or installations (for example 'Spoonville').
- Attend Recess or Lunchtime meetings throughout the year, to practise speeches and discuss all things Visual Arts and workshop new ideas.

Selection Process:

- All students who complete and return an application form have the opportunity to be considered.
- The Visual Arts teacher will select the top applicants based on the quality of the application, behaviour and efforts throughout the year. These applications will be made anonymous then read by the current Year 5 cohort before the students cast a silent vote.
- The top ranked applicants as voted for by both students will then be interviewed by the Visual Arts teacher.
- The Visual Arts teacher and current Visual Arts Captains will make the final decision according to the following criteria:
 - demonstration of behaviours that meet the school values and intended contributions to the school.
- All votes counted will be kept until the end of the following year in case a student who has been elected leaves the school, or a position needs to be removed as determined by a member of the principal class team (see our Supporting Positive Behaviours guide).

Communication of successful applicants:

Positions will be announced at a whole school assembly by the Visual Arts Teacher. All applicants will find out at the same time if they have been successfully appointed to the position. A Compass message will be sent out to notify all parents and carers concurrently.

Performing Arts Captains

Performing Arts Captains are chosen to complete duties that include:

- Assist in assembly presentations.
- Help set up and soundcheck equipment for assembly every week.
- Present the Performing Arts Award at assembly.
- Introduce any Performing Arts performances at assembly.
- Help facilitate the Rock Band and Choir Programs throughout the year.
- Host the Rock Band and Choir Showcases throughout the year.
- Host the End of Year Concert/Talent events.
- Attend Recess or Lunchtime meetings throughout the year, to practise speeches and discuss all things Performing Arts and workshop new ideas.

Selection Process:

- All students who complete and return an application form have the opportunity to be considered.
- The Performing Arts teacher will select the top applicants based on the quality of the application, behaviour and efforts throughout the year. These applications will be made anonymous then read by the current Year 5 cohort before the students cast a silent vote.
- The top ranked applicants as voted for by both students will then be interviewed by the Performing Arts teacher.
- The Performing Arts teacher and current Performing Arts Captains will make the final decision according to the following criteria:
 - demonstration of behaviours that meet the school values and intended contributions to the school.
- All votes counted will be kept until the end of the following year in case a student who has been elected leaves the school, or a position needs to be removed as determined by a member of the principal class team (see our Supporting Positive Behaviours guide).

Communication of successful applicants:

Positions will be announced at a whole school assembly by the Performing Arts Teacher. All applicants will find out at the same time if they have been successfully appointed to the position. A Compass message will be sent out to notify all parents and carers concurrently.

Language Arts Captains

Language Arts Captains are chosen to complete duties that include:

- Assist in assembly presentations.
- Present the Mandarin Award at assembly.
- Promote language learning and diversity within our school community.
- Assist the Mandarin teacher with building the profile of language within the school.
- Attend Recess or Lunchtime meetings throughout the year, to practise speeches and discuss all things with the Mandarin teacher and workshop new ideas.

Selection Process:

- All students who complete and return an application form have the opportunity to be considered.
- The Mandarin teacher will select the top applicants based on the quality of the application, behaviour and efforts throughout the year. These applications will be made anonymous then read by the current Year 5 cohort before the students cast a silent vote.
- The top ranked applicants as voted for by both students will then be interviewed by the Mandarin teacher.
- The Mandarin teacher and current Language Arts Captains will make the final decision according to the following criteria:
 - demonstration of behaviours that meet the school values and intended contributions to the school.
- All votes counted will be kept until the end of the following year in case a student who has been elected leaves the school, or a position needs to be removed as determined by a member of the principal class team (see our Supporting Positive Behaviours guide).

Communication of successful applicants:

Positions will be announced at a whole school assembly by the Mandarin Teacher. All applicants will find out at the same time if they have been successfully appointed to the position. A Compass message will be sent out to notify all parents and carers concurrently.

Wellbeing Leaders

The Student Wellbeing Team will liaise with the Assistant Principal and Respectful Relationships Coordinator, working together to increase student voice and improve student wellbeing across the school community.

Wellbeing Leaders are chosen to complete duties that include:

- Attend and participate at meetings.
- Contribute to positive changes for the improvement of our school.
- Actively listen to their class members' ideas and present these at meetings.
- Promote initiatives discussed at meetings with their class.
- Present the termly wellbeing focus at assemblies.

Selection Process:

- All students who complete and return an application form have the opportunity to be considered.
- The Assistant Principal will select the top applicants based on the quality of the application, behaviour and efforts throughout the year. These applications will be made anonymous then read by the current Year 5 cohort before the students cast a silent vote.
- The top ranked applicants as voted for by both students will then be interviewed by the Assistant Principal.
- The Assistant Principal and current Wellbeing Leaders will make the final decision according to the following criteria:
 - demonstration of behaviours that meet the school values and intended contributions to the school.
- All votes counted will be kept until the end of the following year in case a student who has been elected leaves the school, or a position needs to be removed as determined by a member of the principal class team (see our Supporting Positive Behaviours guide).

Communication of successful applicants:

Positions will be announced at a whole school assembly by the Assistant Principal. All applicants will find out at the same time if they have been successfully appointed to the position. A Compass message will be sent out to notify all parents and carers concurrently.

Year 6 Leaders

All Year 6 students are expected to commit to the school's student leadership charter, uphold and model the school values throughout the year. This includes:

- Displaying empathy towards others and supporting younger students when needed, to resolve disputes and promote a sense of pride in the school.
- Planning, preparing and hosting school assemblies.
- Preparing newsletter items explaining the activities they have been undertaking.

Selection Process:

- All Year 6 students who have completed the student leadership conference and have committed to the leadership charter will be presented as a Year 6 Leader in their final year of school.

YEAR 5**Peer Mediators (Year 5 students)**

Students in Years 5 will be offered the opportunity to be trained and act as a peer mediator at Elsternwick Primary School. They are expected to:

- Attend monthly meetings of the peer mediators to discuss the progress of the program and their performance as mediators.
- Display empathy towards others and supporting younger students when needed, to resolve disputes and promote a sense of pride in the school.
- Act as a peer mediator on a timetabled basis through the year, beginning late in term 1 after the training has been completed and throughout the remaining terms of the school year.
- Model positive social play, praise students who are demonstrating the school values by awarding them house points.

Selection Process:

- All students who complete and return an application form have the opportunity to be considered.
- Applications will be read by the Assistant Principal and the Peer Mediation Program Coordinator and successful applicants will be those who have met the criteria as framed by the role expectations.

Year Five Prep Transition Leaders (Year 5 students)

A Year Five Prep Transition Leader is expected to:

- Meet and greet kindergarten children and parents.
- Take small groups of children to their transition classroom.
- Be an assistant with one transition group for the duration of the program.
- Assist in the classroom by talking and playing with the children.

Selection Process:

- Students will be offered these positions based on Year Five teacher discretion, where teachers feel these students have displayed positive modelling of the school values and demonstrated an interest in caring for those younger than themselves.

Student Representative Council members (Years 3-6)

Having leaders selected by their peers, across multiple ages, allows the entire school student population to be represented in issues across the school community including student welfare, school pride, as well as involvement in charitable causes.

Student Representatives Councillors are expected to:

- Attend fortnightly meetings.
- Make decisions about which community service activities the students will support.
- Feedback information and promote initiatives discussed at meetings with their class.
- Actively listen to their class members' ideas and feed these back at SRC meetings.
- Speak at assemblies when needed.

Selection Process:

- Students who are interested complete and return an application form to be considered.
- A silent vote will be conducted within each class, and the applicant with the majority of student votes will be elected for the position.

Year Four Buddies

The Buddy Program makes the transition to primary school a positive experience for Prep Students and allows Year Four students to take on an important role of leadership and responsibility in preparation for their years in the senior school.

A Year Four buddy will:

- Model positive behaviour and school values.
- Develop a friendship.
- Provide a safety network in school grounds for Prep's first three years at Primary School making it an easier transition to school life.

Selection Process:

- All Year Four students are allocated a Prep buddy to mentor throughout the year.

FURTHER INFORMATION AND RESOURCES

[Supporting Positive Behaviours Policy](#)

[LGBTIQ+ Student Support Policy](#)

REVIEW PERIOD

This policy was approved by School Council and last updated in October 2020 and is scheduled for review in October 2023.