



TOORAK PRIMARY SCHOOL

Student Citizen Leadership Body 2019

Rationale:

It is essential that students are provided with the opportunity to partake in school improvement, to have the opportunity to experience various forms of leadership and to take both ownership and responsibility for the development, enhancement and management of the school in the collaborative forum of a Citizen Leadership Body.

Aims:

Students, parents and staff understand the roles and responsibilities of School Captains, House Captains and other leadership roles.

Students, parents and staff are aware of the process of electing student leaders, including the criteria for the Principal interview for the role of School Captains and Vice-Captains.

Implementation:

Students who aspire to, and accept the role of School Captain, School Vice-Captain, House Captain or other leadership positions must have a clear understanding of their role and the responsibilities associated with the position.

Selection process:

1. Submission of application letter (**DUE FRIDAY 30TH NOVEMBER** to their classroom teacher) outlining position sought and suitability for the role including skills and experiences.
2. Students assessed and shortlisted, in conjunction with all teachers, against leadership criteria which includes but not limited to:

Academic ability	Independent thinking and innovative approach to independent task
Positive Influence on peers and community	Assertiveness and organisational skills

Public speaking skills	Ability to work collaboratively with others
Ability to handle pressure and persevere	Ethical understanding e.g. fairness

3. Interviews conducted with the Principal and Assistant Principal having shortlisted students in conjunction with all teaching staff (for School Captain/Vice Captain Positions).

4. Leadership Team for 2019 announced and handover at whole school assembly (date TBC)

Students invited to an interview for school captain/vice captain positions will be encouraged to outline their strengths as a leader providing examples.

Citizen Leadership Body

Two School Captains

Two Vice Captains

Eight House Captains (2 for each House - Kingsford, Nelson, Monash and Hinkler)

Four Prep Buddy Captains (one for each 2019 Prep class)

One Sustainability Captain

Two Citizenship Captains

Two Multimedia Communication Captains

Two French Captains

Two Art Captains

Two Music Captains

(other positions may follow).

General Responsibilities

The responsibilities are:

- to follow the Toorak's School Code of Behaviour
- to be an excellent role model for all students
- to show respect to all members of the school community
- to wear the school uniform properly to school and school functions
- to assist students, staff and parents through the diligent and courteous performance of duties associated with the role

Students must clearly understand these responsibilities and be prepared to sign the Leadership 'Code of Behaviour' verifying their commitment.

Students must understand that persistent breaches or a serious breach of this Code may result in the loss of office.

Role Statements

School Captains

The responsibilities are:

- to represent the school at official functions within and outside the school.
- to prepare and present speeches at school functions and assemblies.
- to lead weekly school assemblies.
- to present awards/gifts at special occasions within and outside the school.
- to chair fortnightly Student Representative Council meetings.
- to welcome official visitors and escort visitors around the school.

School Vice-Captains

The responsibilities are:

- to deputise for School Captains when they are not available
- to attend the Student Council Meetings
- to lead weekly school assemblies
- to welcome official visitors and escort visitors around the school

House Captains

The responsibilities are:

- to assist staff conduct house meetings
- to organise house cheer squads
- to organise and lead house activities during sports carnivals
- to accept awards on behalf of their house at weekly assemblies
- to attend all Citizen Leadership Body meetings
- to organise and lead class meetings
- to report to the Citizen Leadership Body on suggestions or concerns from their class or school community
- to assist when needed, eg. School Celebrations / Sport Carnival / Family Nights

Other Leadership

The responsibilities are:

- to attend any committee related to their position
- to report to the Citizen Leadership Body on suggestions or concerns from their class or school community
- to work with related specialist or staff member linked to their position e.g the multimedia leaders will direct and produce the Toorak news

- to present articles or awards at assembly

Support

The Principal, Deputy Principal and Year 6 Teacher will assist the Citizen Leadership Body to fulfil their roles.

The Grade 6 Coordinator, Student Representative Council Coordinator, Green Team Coordinator and Specialist Teachers will support the members of the Citizen Leadership Body to fulfil their role.

The Sports Coordinators and House Patrons (staff who have been assigned a House) will assist House Captains to fulfil their roles.

Thanks, Grade 5 Teachers.

