

Roles and Responsibilities of a School Council Member and Head Boy/Girl

The role and responsibilities of Head Boy/Girl

- To organise and plan regular meetings with the School Council and ensure that decisions are carried out.
- To represent and speak for all students in Blacklow Brow School and support and prepare activities that encourages and supports the learning of others.
- To be internal and external ambassadors for the school and to act as role models for all students at Blacklow Brow.
- To give key presentations about the school, for example to prospective parents and students at school events.
- To greet important visitors to Blacklow Brow.
- To be involved in assemblies.
- To report to the Senior Leadership Team every half term.
- To attend one Governor's meeting and report on how student voice has had an impact on the school's planning.
- To co-ordinate a team of prefects.
- To ensure that prefects perform their duties adequately.

Roles and Responsibilities of a School Council Member

The role of a School Council member:

- Attend regular fortnightly meetings with other School Council members from each class
- Take ideas and suggestions your class have to discuss at School Council meetings
- Bring back ideas, information and suggestions to your class to listen, discuss, share their views and, where necessary, vote on actions that need to be taken
- Help to organise charity events throughout the year
- Encourage the pupils in your class to be aware of their school environment and to respect and care for it
- Some of the more senior School Council members will be responsible for specific tasks:
 - Chairperson – leads the meetings
 - Vice chairperson – supports the chairperson

- Secretary – takes the minutes for the meeting
- Treasurer – manages the money (with Mrs Gibson-Burkert)

Once chosen to become a member of the School Council, children in years 4,5 and 6 will have the opportunity to apply for one of the above roles.

In order to be a successful School Council member, you will need to be:

- Respectful, Ready and Responsible
- Proud of our school and want our school to be the best it can be
- Listen carefully to the views of others and take their ideas on board
- Represent the majority view of your class, even if you don't agree!
- Commit time to this role and accept that you may need to do things during break times and/or lunchtimes
- Enthusiastic
- Kind and respectful
- Patient

What you will need to do next:

Talk to your class for a maximum of 2 minutes, explaining why you want to be on the School and explain how you will make the school better

- Your class will then vote (secretly)
- Class teachers will count the votes and pass the information onto Mrs Gibson Burkert
- Nominees will then announce the results the following week in assembly.

The School Council Rules are as follows:

All School Council members must:

- be respectful and listen to others
- contribute or participate actively in meetings



- follow the school rules and be role models to other pupils
- model good behaviour at all times
- be polite and courteous to others
- attend fortnightly meetings
- use their position on School Council to support and develop our school community
- feedback to peers after meetings