



Woolton Primary School

School Council Constitution

Children have the right to say what they think should happen when adults are making decisions that affect them, and to have their opinions taken into account.

(The Convention on the Rights of the Child, Article 12)

At Woolton Primary School, our school council have a clear mission:

“working on behalf of our fellow students to improve our school and community”

Aims:

The aims of the WPS school council are to ensure that every pupil has:

- ✓ A voice
- ✓ A safe, happy, fair learning environment
- ✓ A forum to voice their concerns and act upon them
- ✓ An opportunity to take an active part in the management of the school, and to help make school a better place.
- ✓ A sense of ownership over decisions which are made about them.
- ✓ A sense of belonging to our school community.

Councillors:

Our school council is made up of one elected councillor from each class from year groups two - six initially and a further three councillors from year one elected after Christmas. We ensure that all students have the opportunity to take part and are properly represented by encouraging a fair election process where children can stand for election regardless of ethnicity, gender, learning needs, disability, academic achievement or family background. We ensure that the interests of all pupils are properly represented by council members through:

- ✓ Class discussion before/after meetings
- ✓ Class councillors encouraging members of their class to share their thoughts and ideas
- ✓ Class councillors voicing those thoughts and ideas at school council meetings

Elections for School Council:

School council elections take place during the last week of September. Before the election takes place, all children have the opportunity to learn about the role and responsibilities of school councillors through class assemblies and talking to previous councillors. The election process is as follows:

1. Class teachers encourage a fair voting process within their own class.
2. Previous school councillors speak to the class about their own experiences of school council.
3. Once fully informed of the roles and responsibilities, pupils are encouraged to stand for election, stating their reasons for standing and the qualities that they believe would make them a good school councillor.
4. All pupils have the opportunity to stand. Under no circumstances will any child be excluded from the election process.
5. Class members are given a voting slip and write down the name of the child they wish to be elected as school councillor for the class. Votes should be kept anonymous and should not be discussed.
6. The voting slips are collected by the class teacher and counted.
7. The child with the most votes will be the school councillor for the class. The child with the next highest number of votes will be the deputy school councillor for the class. In the event of a draw, the vote will be repeated for the two children who have drawn.
8. Elected school councillors will be announced by the class teacher and names will be e-mailed to Miss Gibson and confirmed in the school newsletter and in celebration assemblies.

Senior School Council Roles:

Y6 councillors will have the opportunity to take one of the following roles:

Chairperson – will lead all school council meetings and make important decisions about the focus of school council.

Secretary – will take the minutes of each school council meeting and share minutes and other school council information with the wider school community

Treasurer – keeps track of school council budget and finances.

Removal/Resignation of School Councillors:

We believe that being a member of the school council is a privilege, not a right! A School Councillor is there to represent the voice of children in their class / school. Any member can be removed from the council if they are found not to be fairly representing the needs of others, i.e. Missing more than 3 consecutive meetings

1. If a member does not demonstrate our school values or abide by our school charter, they will be given a warning by the Chair.
2. If this continues, the councillor will be removed from school council and the deputy councillor for their class will take their place.
3. The headteacher also has the right to remove any child, where behaviour and/or actions have been deemed unacceptable.
4. If any member of the council wants to resign, we ask them to speak to the Chair or another member of the council who may be able to find a solution to the issues. If no resolution is found, then resignation will be accepted by the Chair.

Meetings:

Our School Council meets every fortnight on a Monday afternoon in our library area. In order to give every child in this school a voice, all members are expected to attend unless giving valid apologies beforehand i.e. sickness or exams. There should be a designated time in each class where the class councillor is able to share details from school council meetings and take thoughts and ideas from their class to feed back to school council.

Boundaries:

School council members are explicitly informed of the boundaries of our role at the first School Council meeting. Discussions must always remain appropriate and pertinent to school matters, and are always supervised by Miss Gibson. School council fully understand what actions we can and cannot take as a council, and that all council activity should be approved by Miss Gibson and/or Mrs Ngenda.

Finances:

Any money raised by School Council is kept, monitored and overseen by the treasurer and Mrs James as our school finance officer. The school council retains all monies raised for all events it organises and has the independence to spend this, or donate the money to a specified charity. When planning events, all spending must be costed and a plan delivered to the Mrs Ngenda for approval. It is the intention of the school council to raise money for improvements that will benefit all of the children within the school.

Signed by:	
WPS School Councillors:	
Staff Representative:	
Headteacher:	
Chair of Governors:	