Cranbourne West Primary School No. 5189

STUDENT REPRESENTATIVE COUNCIL POLICY

RATIONALE:
Cranbourne West Primary School is a partnership between teachers, parents, students and the wider community. Students’ input into formal decision making is integral to our combined success. A formal and structured Student Representative Council will provide a forum for all students to express their views and to have them heard.

AIMS:
• To provide a structured forum where student’s thoughts and ideas are heard and valued.
• To provide a recognised process to effectively and fairly gather students’ opinions, suggestions and recommendations regarding school directions and day to day decision making.
• To develop a culture that encourages students to live the school values of Learn, Trust, Respect and Sense of Humour.

IMPLEMENTATION GUIDELINES:
Membership:
• All elected House Leaders
• Minimum of three, maximum of four students selected to represent each of the school’s Learning Areas. Consideration is to be given to providing a proportional balance of boys/girls and grade levels.
• Prep representatives to be included in the 2nd semester. The number of Prep representatives is to be determined each year by the Prep teachers.
• Students may not be excluded from the SRC membership due to any reason such as race, religion or non-payment of voluntary contributions.
• Elected members will receive badges, will be recognised in the school newsletter and will receive directions as to their role and basic meeting procedures and protocols.

Meeting Procedures:
• The SRC will meet fortnightly for one hour.
• Meetings will be chaired on a rotational basis by all members of the SRC and be supported by the Big Ideas Local Citizens Coordinator. Meeting time will be allocated in the Specialist timetable.
• Minutes of each meeting are to be taken by two elected Minute Secretaries, then edited by the Local Citizens Coordinator and distributed accordingly.
• Copies of each meeting’s minutes are to be emailed to the principal and the Reporting and Accountability Rep.
• All meetings will operate with an agenda that has been overseen by the Local Citizens Coordinator.

**School Council:**
• All SRC representatives will be provided with an opportunity to view the workings of the Cranbourne West School Council [When the Local Citizens Coordinator deems it appropriate]
• SRC issues and items will be placed on the School Council meeting agenda, and if appropriate, SRC representatives invited to attend and participate in the meeting.
• The opinions expressed by the SRC will be carefully considered by the School Council and the Principal. Appropriate feedback will be supplied.

**EVALUATION:**
This policy will be reviewed on a cyclic basis.