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## 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 2<sup>nd</sup> 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 feed back will be supplied.

**EVALUATION:**

This policy will be reviewed on a cyclic basis.