1. **Preamble**

1.1 Coatesville Primary School is committed to the personal growth of every student through a range of leadership development opportunities that enhance student self-esteem and self-confidence.

1.2 The role of Student Representative Council (SRC) member recognises the exemplary personal qualities and attributes of students who will hopefully wish to pursue pathways for further leadership development throughout their secondary school years and beyond.

1.3 One female and one male student will be elected as the SRC member in each class from Grade 3 to Grade 6.

2. **Purpose:**

2.1 At the commencement of the school year, one female and one male student will be elected as the SRC member in each class from Grade 3 to Grade 6 to:

- represent the school with pride at formal occasions, whenever called upon to do so;
- organise and facilitate a range of student activities and events;
- be outstanding role-models for other students by upholding/modelling the Coatesville PS Whole School Values;
- demonstrate the attributes of the IB-PYP Learner Profile through their actions;
- be reliable, helpful and courteous to students, staff, parents and school visitors;
- build positive relationships among students throughout the school;
- take action within the school to instigate positive change for the safety and wellbeing of students as well as our school’s physical environment.

3. **Guidelines**

3.1 One male and one female will be elected as the SRC member in each class from Grade 3 to Grade 6.

3.2 School Captains/Vice-Captains automatically become SRC member and will chair the SRC meetings.

3.3 An application process will be provided to students who wish to stand for election.

3.4 Grade 3 to Grade 6 students will apply in writing to the Principal.

3.5 Any student who has been suspended in the previous year of the ballot will not be eligible to stand for election.
4. **Implementation**

4.1 The Assistant Principal, staff SRC Coordinator, in conjunction with class teachers from Grade 3 to Grade, will coordinate the voting process.

4.2 Elections will be held annually in the first two weeks of the school year.

4.3 Students who consistently demonstrate the whole School Values will be encouraged to apply and will be provided with this policy and the SRC Essential Agreement prior to the commencement of the process.

4.4 Applications will not be accepted after the closing date and time.

4.5 The Principal will delegate the shortlisting process to the Assistant Principal and staff SRC Coordinator. The Principal will approve the final short-list.

4.6 Applicants will be advised, in writing, whether they have been short listed.

4.7 The Assistant Principal and SRC Coordinator will meet personally with students whose applications have not been successful and provide feedback.

4.8 Students who have been short listed will be invited to prepare a speech to deliver to the students in their own class. The speech will include reasons why he/she would be the best candidate for the position of SRC member.

4.9 The SRC Coordinator and Class Teacher will discuss with students the need to choose the best person for the position. Students will be encouraged to consider each candidates leadership qualities and attributes.

4.10 Any candidate who unduly pressures other students to obtain votes will become ineligible to proceed to the ballot.

4.11 Following the delivery of a speech to students, all students will vote in the form of a secret ballot, including the candidates.

4.12 The Assistant Principal and SRC Coordinator will count the votes.

4.13 The outcome of the ballot will be made available, as soon as is practicable, after the close of the ballot. The Principal will make the final decision in the event of a tie.

4.14 The male and female candidates with the most votes will be appointed as SRC members.

4.15 The successful candidates will be informed of the outcome in person by the Principal and Assistant Principal.

4.16 Badges will be presented at a whole school Assembly in Term 1 following the ballot.

4.17 Acknowledgement will be published in the school newsletter and on the school’s website.

4.18 Each SRC member will be asked to sign the SRC Essential Agreement, in line with the International Baccalaureate philosophy.

4.19 An SRC member may be removed from office by the Principal or Assistant Principal if he/she fails to abide by the SRC Essential Agreement.

5. **Evaluation:**

5.1 This policy will be reviewed every three years as part of the school’s review cycle.