



Brigidine College Randwick

STUDENT LEADERSHIP POLICY

The College has a leadership program that encompasses all year groups. Leadership at Brigidine is based on the notion that the best leaders in a community are those that seek to serve. This model of leadership is intended to reflect the example of St Brigid and forms the basis of all roles and responsibilities of the student leaders. All students at the College are called to serve the community in some capacity throughout the year as part of the social justice and community outreach program. Students who are chosen to be leaders are given opportunities to encourage others to be involved in service activities.

Older students model leadership for younger students. There are opportunities for students to take the initiative and lead in the achievement of student-set goals. Students host and manage some occasions such as our College Assemblies, the Spirit Cup and Year 7 Orientation. We seek to develop student's co-operative and leadership skills through the Student Representative Council, which operates as a consultative body in policy making in the College. The Student Representative Council, the House system and Peer Support offer opportunities for students to be trained in leadership and provide forums for them to exercise their skills.

Rationale

- Develop a shared understanding of the rights and responsibilities of all members of the College community
- Encourage initiative amongst students
- Foster positive communication channels
- Provide opportunities for personal development
- Develop a culture of service
- Model and reinforce socially constructive behaviour

Leadership Selection Process

Prefect Body:

Students are invited to nominate themselves to be considered for a position on the prefect body. This takes place at the end of Year 11 (Term 3). A nomination form is completed by students ensuring they have addressed all selection criteria and leadership qualities criteria. Nominees must also prepare a 1.5 minute speech to be spoken in front of all Year 11/10 students. Students and staff will vote immediately after the speeches. After a review of student/staff votes, the quality of speeches made, the completion & review of the application form and a meeting with the Senior Student Leadership Committee, 15 students will have an interview with the College Principal and a representative of the Senior Student Leadership Committee. The College Captain and Vice-Captain will be appointed by the College Principal after reviewing all available data as above and consultation with the Senior Student Leadership Committee after the interviews. From the remaining contenders, 6 prefects will then be appointed after a review of all available data as above and consultation with the Senior Student Leadership Committee after the interviews. The Prefect body will be assigned duties as set out by the Senior Student Leadership Committee.

The final list of leaders is always decided upon by the College Executive in consultation with the Senior Student Leadership Committee. The decision is final.

Sports Captains/Vice Captains:

Sports Captains will be drawn from the incoming Year 12 student body as per the above process. Vice Captains will be drawn from the incoming Year 11 student body as per the above process.

Year 11 Peer Support:

All Year 10 students are invited to register their interest to apply for selection via the Peer Leaders' Application Form. There are a number of criteria outlined on the form that need to be read carefully. All students who nominate undertake training. Their attendance at the training and the primary Open Day, along with meeting the selection criteria will qualify them for selection as peer support leaders.

Year 7-10 SRC Leaders:

Ten students from each Year group, two per House. Students are invited to register their interest by completing a nomination form. The students are able to nominate another student or themselves. The final list of candidates is decided by the Year Coordinator and homeroom teachers. Students vote on final list. Results are tallied and sent to the Executive for final approval.

Liturgy Committee:

These students have a collective responsibility to animate other students to participate in whole school liturgies.

Roles and Responsibilities of Student Leaders

Year 11/12 Leaders:

Liaise with the College Executive and Year 12 Coordinator to:

- Set uniform standard
- Set behaviour and academic standard
- Involvement in Liturgical life – Assembly, school masses
- Involvement in Community outreach activities
- Organising other students to be involved in above activities
- Spirit cup implementation
- Run and/or attend SRC and Leader meetings
- Peer mentoring
- Reporting role in Year Group and homeroom

Year 7-11 SRC Leaders:

- Set uniform standard
- Set behaviour and academic standard
- Involvement in Liturgical life – assembly, school masses
- Involvement in Community outreach activities – Caritas, Healthy Treats and other initiatives
- Meet twice a month at SRC meetings
- Organising other students to be involved in whole school activities
- Spirit cup implementation
- Reporting role in Year Group and homeroom

Brigidine Liturgy Committee:

- Participate in the planning and represent the College and in the liturgical life of the school
- Animate and enliven the College Community about Liturgy
- Engage in the Colleges Community Outreach Program – Night Patrol, Social Justice, Caritas and any fund-raising efforts
- Leading the school in prayer
- Assist with whole school masses and assemblies – devise a calendar
- Assist Year Coordinators with their Year group prayers as required
- Work in partnership with Marcellin, Champagnat, OLSH, St Clare's
- Attend all Committee meetings

STUDENT LEADERSHIP – PEER SUPPORT

The highest form of leadership is that of service. Jesus left us in no doubt about it. Both by word and example his life was one of service. "I came to serve, not to be served", he said and then washed the feet of his followers before laying down his life for them.

To "serve" means to put oneself out for others, willingly and cheerfully; to do something extra, over and above what is required by duty in order to help or assist others. This is not the same as "servitude", or forced service, which can degrade the "servant". On the other hand, "service" builds up the dignity of the one serving by building up the dignity of others. Service is at the heart of community.

All members of the Brigidine College Community are invited to exercise leadership appropriate to their roles— as parents, as teachers and as students. But the base of leadership remains the service of others.

In our community we do not take leadership of service for granted. We not only provide opportunities for service among all students but we acknowledge and thank them in various ways. For example, by certificates and awards.

What is Peer Support?

Peer Support is the practical support given by senior students, "Peer Leaders", to Year 7 students starting school at Brigidine College. Peer Leaders look out for and are "older sisters" to their Year 7 girls.

Why have Peer Support?

There are two main reasons, one is a right, the other a privilege:

1. High school can be an intimidating step for younger students who often feel lost in a bigger place after spending six years in a smaller and more 'protective' environment of primary school. This step can be made easier if older, responsible students, 'Peer Leaders', go out of their way to show an interest in and give practical support to younger students. At Brigidine College we believe that it is the right of every Year 7 student starting high school to expect care and support not only from staff but also from other students, their peers.
2. Members of any good family/community look out for each other, especially for the youngest (or weakest) members. The more a family/community look out for each other, the better do all its members grow and develop. At Brigidine College we believe that it is a privilege to be a Peer Leader, to look out for and give support to the youngest or weakest members.

Who are Peer Leaders?

All students ought to look out for and support the youngest students. Senior students especially have the responsibility to show leadership in this matter. For practical purposes, however, it is best if volunteer students in Year 10 become Peer Leaders who by their commitment and example help to set the tone of care and concern for the rest of the College towards the youngest students. Those who volunteer need to commit themselves to some basic training to help them become effective Peer Leaders. So, Peer Leaders are chosen from Year 10 students and are trained for their special task.

How are Peer Leaders Selected?

All Year 10 students will have the Peer Support program explained to them and will be invited to apply for selection via the Peer Leaders' Application Form. There are a number of criteria outlined on the form that need to be read carefully. Students are to hand in their form to the Year 10 Coordinator. A panel of staff will make the final selection; some will be selected as 'definite's', others as 'probationary', as outlined in the application process and asked to undertake preliminary training. In all, about 60 Year 10 students will be required as Peer Leaders each year.

What are some responsibilities of Peer Leaders?

Peer Leaders undertake a number of responsibilities, this year and next year. These are detailed in the Application Form, but in summary they are:

- Training Session (Term 4)
- Be available on specified days to meet the new students
- Each Peer Leader will be responsible for 5-6 Year 7 students whom she will meet on the Open Day
- Some may be asked to attend the Year 7 Camp to help
- Attend the Year 7 Orientation Day in January
- Be available during/after school to help Year 7 students, especially during the first term
- Help in other tasks as required by the school

The Privileges of Peer Leaders

Here are some privileges of becoming a Peer Leader:

- Help to build up the College community through service
- Get to know the new Year 7 students on a personal basis
- Help a group Year 7 settle into high school and look out for them
- Become more responsible by being responsible for others
- Earn the respect not only of those who look up to leaders for assistance but also of peers and teachers.

Peer Leaders are recognised by the College in the following ways:

- presented with a Peer Leader's Badge
- service to the College community will go in College reference

Role Descriptions

School Captain & Vice-Captain

Role Statement:

As the most significant student leaders in the school, the school captain and vice-captain are expected to be an ambassador who embodies the school values, engendering purpose, celebration, welcome, justice & service, faithfulness and hope. Above all, they must act with strength and gentleness.

They must be approachable, reliable and trustworthy with high expectations of themselves and others. The school captains are to take an active role in all aspects of the school community and work with others to achieve the best possible outcomes.

Responsibilities:

- Communicate with staff and students
- Be a positive role model – presentation, uniform and display behaviour which is representative of the school's values
- Public speaking–school assemblies/year level/open day/parent evenings/ orientation days/ other functions
- Be active in school community – sport, debating, open days, musicals, fundraising, Social Justice etc...
- Work with the Assistant Principal and Senior Leadership Assistant in the running of Founder's Day
- Representing the College at public functions
- Organising and speaking at College Assemblies
- Informing the College of those issues that concern students
- Build harmonious relations within the school
- Provide input into school decisions by liaising with the Assistant Principal regularly
- Meet with the SRC on a fortnightly basis and the Prefect body on a fortnightly basis
- Take a representative role within the school and outside
- Write an article for the Year book
- Contribute to the fortnightly newsletter

Election Process:

Step 1. The position is advertised

Step 2. A job description is provided along with nomination form & selection criteria

Step 3. Speeches are given by nominees

Step 4. Voting by students and teachers

Step 5. Votes given to Principal and Senior Leadership Committee for consultation

Step 6. Interviews undertaken based on the following key areas: voting preferences, selection criteria, quality of speeches

Step 7. Captain and Vice-Captain appointed at the discretion of the principal

Step 8. Captains are recognised at leadership assembly

Step 9. Meeting with Assistant Principal and Senior Leadership Committee to discuss year ahead

HOUSE CAPTAINS and VICE CAPTAINS

Role Statement:

The role of a House Captain is to encourage all students to participate in House activities, such as Athletics, Swimming and Spirit Cup. They are to set a good example. They must co-ordinate with College Staff including the Sports Coordinator, SRC reps and other student leaders to organise House events. As best as possible, House Captains must always be approachable and reliable. They must at all times embody the school's values.

Responsibilities:

- Organise House events –
1. Swimming
 - 1.1. Attend meetings with the Sports Coordinator, Senior leadership Assistant and SRC
 - 1.2. Coordinate preparation assembly
 - 1.3. Organise banners
 - 1.4. Encourage house spirit
 - 1.5. Help PDHPE department marshall events
 - 1.6. Clean the site
 2. Athletics
 - 2.1. Attend meetings with the Sports Coordinator, Senior leadership Assistant and SRC
 - 2.2. Coordinate preparation assembly
 - 2.3. Organise banners
 - 2.4. Encourage house spirit
 - 2.5. Help PDHPE department marshall events
 - 2.6. Clean the site
 3. Spirit Cup
 - 3.1. Attend regular SRC Meetings
 - 3.2. Brainstorm Ideas
 - 3.3. Organise events including promotion, running sheet etc...
 - 3.4. Liaise with the Senior leadership Assistant
 - 3.5. Organise Fundraising if necessary
 - 3.6. Communicate with all SRC members the details of events
 - 3.7. Participate in all events
- Encourage students to demonstrate a commitment to College sport through coaching, umpiring, training and through enthusiastic involvement in spirit cup and other sports
 - Work with the Sport Coordinator in the running of any event as required
 - Attend all Prefect Meetings
 - Work with the Assistant Principal and Senior Leadership Assistant in the running of Founder's Day

Spirit Prefect

Role Statement:

The role of the Spirit Prefect is to animate the College to participate in whole community events including the Swimming Carnival, Athletics Carnival and Spirit Cup.

Responsibilities:

- Attend meetings with the sports coordinator, Senior leadership Assistant and SRC
- Attend all SRC meetings on a fortnightly basis
- Lead the organisation of Spirit Cup events throughout the school
- Speak at assemblies advertising events
- Work with the Assistant Principal and Senior Leadership Assistant in the running of Founder's Day
- Publicise Performing Arts activities and competitions in various College publications and on noticeboards
- Be active in the school community – sport, open days, musicals, fundraising, Social Justice etc...
- Attend all Prefect meetings

Mission Prefect

Role Statement:

Liturgy is a key to help us get in touch with the core of our being and celebrate our union with God. Through liturgy we can unite with each other, listen to God through his Word, support each other, celebrate our joys and sorrows and most of all pray. All members of the liturgy committee assist the Religious Education Coordinator to lead the liturgical life of our College.

Responsibilities:

- Participate in the planning and represent the College and in the liturgical life of the school
- Animate and enliven the College Community about Liturgy
- Engage in the Colleges Community Outreach Program – Night Patrol, Social Justice, Caritas and any fundraising efforts
- Work closely with the Religious Education Coordinator
- Work with the Social Justice Captain and the Social Justice Coordinator
- Leading the College in prayer
- Attend all SRC meetings on a fortnightly basis
- Attend Prefect meetings
- Assist with whole school masses and assemblies – devise a calendar to work from throughout the year
- Assist Year Coordinators with their Year group prayers as required
- Work in partnership with Marcellin, Champagnat, OLSH, St Clare's
- Attend and lead all Committee meetings
- Work with the Assistant Principal, Religious Education Coordinator and Senior Leadership Assistant in the running of Founder's Day

Liturgy Committee

Responsibilities:

- Actively support the Mission Prefect in her role through the following:
 - ❖ Set uniform standard
 - ❖ Participate in the planning and represent the College and in the liturgical life of the school
 - ❖ Animate and enliven the College Community about Liturgy
 - ❖ Engage in the Colleges Community Outreach Program – Night Patrol, Social Justice, Caritas and any fundraising efforts
 - ❖ Assist with whole school masses and assemblies including the Sunday evening mass at OLSH once a term
 - ❖ Work with the Religious Education Coordinator
 - ❖ Work with the Social Justice Captain and the Social Justice Coordinator
 - ❖ Lead the College in prayer
 - ❖ Assist with whole school masses and assemblies – devise a calendar
 - ❖ Assist Year Coordinators with their Year group prayers as required
 - ❖ Work in partnership with Marcellin, Champagnat, OLSH, St Clare's
 - ❖ Attend all Committee meetings

Social Justice Prefect

Role Statement:

The Social Justice Prefect is responsible for leading the College in the pursuit of Social Justice. The position will organise and promote community service initiatives across the College.

Responsibilities:

- Encourage the development of social justice opportunities
- Work closely with the Religious Education Coordinator
- Work with the Mission Prefect
- Work with the Social Justice Captain and the Social Justice Coordinator
- Attend SRC Meetings on a fortnightly basis
- Attend all prefect meetings
- Organise and lead St Brigid's Fire meetings
- Public speaking – school assemblies/year level/open day/other functions
- Be active in school community – sport, debating, open days, musicals, fundraising, Social Justice etc...
- Publicise Social Justice opportunities in the College newsletter and through the SRC team and St. Brigid's Fire
- Actively engage in fundraising opportunities – Caritas, Winter Appeal, Christmas Appeal
- Write an article for the Year book
- Contribute to the fortnightly newsletter

SRC President

Role Statement:

The SRC President is a key leader in the College. Their work is to lead the SRC to best provide an active student voice and services to the students and College

Responsibilities:

- Attend and chair all SRC Meetings on a fortnightly basis
- Record minutes from SRC meetings and send to all members
- Set agenda for SRC Meetings
- Attend all Prefect Meetings
- Write an article for the Year book
- Contribute to the fortnightly newsletter
- Work closely with the Prefect Body and all SRC representatives
- Liaise with the Senior leadership Assistant and Assistant Principal
- Speak at assemblies updating the College community on events
- Assist with school events – spirit cup, open days, parent evenings, orientation days and other functions

Performance Arts Prefect

Role Statement:

The Performing Arts Prefect is responsible for leading the College in the programs promoting the dramatic arts and in supporting the Music, Drama and Art Coordinator.

Responsibilities:

- Encouraging the development of the Orchestra, Choir and Drama program
- Attending regular rehearsals
- Attend all Prefect Meetings
- Being a role model for all Choir and Orchestra members
- Regularly meeting with the Head of Music, Choir and Orchestra
- Assisting with all assemblies, masses, liturgies, musicals
- Encourage students to develop a commitment to the Performing Arts through participating in activities, and through enthusiastic involvement in Spirit Cup competition
- Assist with the co-ordination of performances throughout the year
- Assist with the identification and organisation of suitable performance items for various assemblies
- Assist with co-ordination of the Art Exhibition
- Publicise Performing Arts activities and competitions in various College publications and on noticeboards

Indigenous Mentor

Role Statement:

The Indigenous Mentor role is about guiding by example, acknowledging the achievements of our Indigenous students and including everyone, be they Indigenous or non-Indigenous.

Responsibilities:

- Participation in mentoring programs for all Indigenous students
- Leading the College in Acknowledgment of Country at Assemblies
- Be a positive role model – presentation, uniform and display behaviour which is representative of the school's values
- Public speaking—school assemblies/year level/open day/Parent evenings/ Orientation days/ other functions
- Be active in school community – sport, debating, open days, musicals, fundraising, Social Justice etc...
- Representing the College at public functions
- Participation in the AIME program as required
- Attend all Prefect Meetings
- Works to educate and involve the whole College Community in issues affecting Indigenous people

The Whole SRC

Role Statement:

Together, as a unit, the SRC work to be the voice of the students within the College structure. In addition, they will organise, lead and fundraise for school events throughout the year.

Responsibilities:

- Attend all SRC Meetings on a fortnightly basis
- Report back to Homerooms on issues arising at SRC meetings
- Encourage and promote events in the College
- Participate in brainstorming activities
- Represent the College at open days/ assemblies/ whole school events including Founders Day
- Work with Homeroom teacher to collect fundraising monies for various events

Election Process:

- Students nominate themselves for the position
- Voting takes place in Homerooms within the first few weeks of Term 1
- Voting for Year 7 SRC Representatives takes place in Term 1 after their camp