



## ST ALOYSIUS' COLLEGE

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### Pupil Voice St Aloysius' College

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The objective of the Pupil Council is to develop a holistic, inclusive and effective Pupil Council. Pupil Council (Pupil Voice) concerns/ideas which are discussed at both councils and shared with peers. The procedures for Pupil Council elections are as follows.

#### **Pupil Council in Senior School**

- Application Forms will be given out during Form time on **date**. Pupils have to return these forms to Year Heads by **date**. Form Tutors should encourage pupils to apply.
- Heads of Year will short list these applications and give the names of the successful short listed candidates to Form Tutors by **date**.
- A secret vote should take place in Form Class on **date**. The short listed names should be written on the board and then pupils given paper to vote in silence. Form tutors should give the results to Year Heads.
- Depute will announce the new Pupils Council Teams at assembly on **date** (after Half Term).
- S1 will not have any elections till after Christmas.
- Each rep will hold post for 2 academic years.
- Depute will sit on the S1-S3 Pupil Council
- Depute will sit on the S4-S6 Pupil Council
- Both committees are pupil led by a Chairperson elected from S6.
- HOY will meet with year representatives at least once a half-term
- Pupil representatives are expected to collate ideas/concerns from Form Class and bring to meetings.
- Pupil representatives are expected to feedback all progress made to Form Class.
- Form Tutors should encourage the pupil voice.
- Meetings will take place weekly and minutes taken.
- Pupil Council badges should be worn by representatives, so that they are recognisable to all pupils.
- Training Day each year
- Evaluation session at end of each year.

### **Pupil Council in Junior School**

Our Pupil Council is made up of a selection of pupils representing classes from P3 to P7. Children are asked to meet once per week in term 1 and then once per fortnight in term 2 and 3.

#### **Selection Process:**

1. At the beginning of the year children are asked to put themselves forward if they would like to be considered to be part of Pupil Council.
2. Children prepare a presentation for their class outlining what they would like to do if they were chosen as Pupil Council Representative.
3. A class vote is taken and 1 representative is chosen from each class. Children are encouraged to vote for ideas behind presentation rather than voting for their friends.
4. Children attend the first meeting and are awarded their Pupil Council badge. The format for meetings is explained and how actions will be carried back to classes. Children are asked to consider what they feel priorities are, to talk those over with their class and bring to the first meeting.
5. They ask their teachers for a small slot of time each week to speak to their classes.
6. Children carry out action points and bring findings to subsequent meetings. Children are given diaries to keep action points and findings.
7. Short summary and action points are noted and minuted after each meeting. The chairperson and teacher in charge work together on this.
8. All children's comments and opinions are recognised and children are encouraged to bring things to the attention of the Council.

Policy Owner: Isabelle Erskine/Francisca Davidson

Policy updated: February 2015

Policy reviewed: June 2016

This policy will be annually reviewed by: Isabelle Erskine/Francisca Davidson