

Student Council Constitution

EUREKA



The role of the Student Council:

The key role of a Student Council as set out in the Education Act is "to promote the interests of the school and the involvement of students in the affairs of the school, in co-operation with the Board, parents and teachers".

A Student Council objectives:

- To enhance communication between students, management, staff and parents
- To promote an environment conducive to educational and personal development
- To promote friendship and build relationships based on mutual respect and trust with all members of the school community.
- To support the management and staff in the development of the school , while not interfering with, or detract from, the authority of school management or the teaching staff of the school.
- To represent the views of the students on matters of general concern to them
- Organise or assist with fundraising / charitable work
- Identify activities that it would like to be involved in organising, although the final decision on the activities of a Student Council should be agreed with school management.

Election Process:

- Existing members of the council will go to classes to inform students about the elections
- Each class appoints a Captain and Vice-Captain. These students are voted into position by their classmates. The Captain and Vice-Captain shall then be given the opportunity to run for election for the Student Council.
- Members of each Year group are notified of the students running for election in each year, at assembly.
- Candidates are given training on holding an election campaign.
- Announcement of election dates will be made over the intercom at least 1 week in advance
- Names are given to the Liaison teacher
- An election campaign will run within the school.
- A secret Ballot Vote is held within each year group to vote 3 candidates for the Council. The 3 candidates with the most votes in the year are elected.
- Votes are counted by the liaison teacher and the Head girl, or a member of the existing council.
- Election results are displayed around the school.
- All members agreeing to terms of office must sign the contract (Appendix 1).
- The Principal and a Student Council Liaison Teacher will be included as a non-voting member of the Council.

Contract of Behaviour:

All members of the council must sign a Members Contract.

Terms of Office:

Each member will serve for one academic year, from the date of election until the following election date.

Student Council Officers:

The Student Council will appoint:

- Chairperson
 - Secretary
 - Assistant Secretary
 - Treasurer and Assistant Treasurer
 - 2 Public relations Officers
- Voting for such positions will take place at the first meeting.
 - These positions will be filled by a secret ballot within the Council.
 - The Chairperson will run the meeting, adhere to the agenda, and direct all comments through the chair. The Chairperson will try to ensure that all members have an opportunity to express their views.
 - The Vice Chairperson will act in the absence of the Chairperson or Secretary.
 - The Secretary will record all the minutes of the meetings in a designated Minutes book.
 - The Treasurer will manage all Council funds and report all financial affairs at meetings.
 - The PRO will publicise Student Council activities. Making presentations at staff meetings to keep staff informed of activities, keeping a Student Council notice-board or organising a regular newsletter are just some ways the Council can communicate with the students, School Management, Staff and Parents.
 - All members will report back to their year group on matters discussed and bring issues raised by their classmates to the meeting.

Sub-Committee:

The Student Council reserves the right to form subcommittees. These committees will consist of at least 5 members, (at least 2 Junior and 2 Senior). The planned activities of the subcommittee will be approved by the general Student Council Committee.

Finance:

The Student Council may obtain their own independent Bank Account and the two authorised signatories will be the Chairperson and the Treasurer.

The Treasurer will keep an up to date and accurate account of all money raised by the council and will report to the council at the last council meeting of the year.

Consultation with School Management will be upheld at all times when planning fund raising activities.

Meetings and Decision Making:

- Must be a minimum of 7 members for the meeting to take place
- If a member cannot attend a meeting, they must notify the Chairperson, and send a replacement.
- Must be at least half the members present for a vote to occur.
- Decisions are taken by majority vote
- The Chairperson has the casting vote
- Meetings are pre-decided day and time to suit Student Council and Liaison Teacher. All members must be given at least 1 weeks' notice, unless an emergency meeting is required.
- All issues discussed must be treated with discretion and confidentiality.
- Minutes are accurate and do not reflect names

- The Liaison Teacher will assist in the smooth running of the meeting, but in as far as possible, students will run affairs on their own initiative.
- The Liaison Teacher does not hold a vote.

Removing Student Council Members and Filling Vacancies

- The Student Council has the right to remove any member that fails to attend 3 consecutive meetings without a valid reason, or is not committed to the work of the council. The member must be given at least 1 weeks' notice of the decision and given an opportunity to defend themselves. If the complaint is regarding the Chairperson, complaints will go through the Liaison Teacher.
- Removing a candidate by vote, will be passed by a two third majority vote.
- If a student leaves the school.
- If a student is suspended.
- Replacement members will be selected from the same year group, to ensure the balance within the council.

Dissolution of the Student Council:

The Board of Management has the right to dissolve the Student Council:

- where the Council's term has expired or, in exceptional circumstances, before the expiry of its term. This should happen only in specified circumstances and on grounds of a significantly serious nature, such as:
 - where a significant number of the Council members have been involved in a serious breach of the school's code of behaviour
 - Where serious irregularities have occurred in the election of the Council
 - Where the activities of the Council have endangered the welfare of staff or students of the school
 - Where serious financial irregularities have occurred
 - This list is not exhaustive
- Adequate notice should be given to the Council, and the reasons for the dissolution clearly explained.
- The Student Council should be given the opportunity to appeal the decision to the Board of Management or patron, in accordance with established local appeals procedures.

Appendix 1

Student Council Members Contract

I _____ am willing to undertake the following duties as part of a member of the Student Council:

1. To attend all Student Council meetings (or send a deputy delegate in my place).
2. I am aware if I miss 3 successive meetings, I may be asked to leave the Student Council.
3. To inform members of my year group of issues raised and decisions made by the Student Council.
4. To represent my Year group responsibly and to fulfil the position I may be elected to do on the council to the best of my ability.
5. To respect all members of the council in an equal manner.
6. I am accountable to the council and the Liaison teacher.
7. I will abide by the school rules and not use my council membership inappropriately.
8. I will act as a role model and peer leader.

N.B. Failure to honour this contract will lead to dismissal from the council.

Student Council Member:

Signed _____ Date: _____

Parent/ Guardian:

Signed _____ Date: _____

Liaison Teacher:

Signed _____ Date : _____