



Lake Joondalup Baptist College

Secondary Student Leadership Policy

Policy 136

Policy reviewed date: April 2024

Lake Joondalup Baptist College is committed to the National Child Safe Organisation Principles, and to providing a child-safe environment which safeguards all students and promotes practices which provide for the safety, wellbeing and welfare of our children and young people. Lake Joondalup Baptist College expects all College community members including Board members, staff, volunteers, students, visitors and contractors to share this commitment.

Secondary Student Leadership Policy

College purpose

Our purpose is to nurture young people to discover and confidently express their unique God-given gifts in service to their community.

Policy statement

Lake Joondalup Baptist College endeavours to provide opportunities for students to develop skills and experience leadership in a variety of contexts. Only upon the Dean of Students and Head of House approval is the student appointed to the nominated role. As such, the role is a representative position that carries responsibility and prestige.

Leadership positions

- Head Boy/Head Girl
- House Captains
- House Councillors
- Co-curricular Captains
- Chaplaincy Captains
- Sports Captains
- Music Captain
- Drama Captain

General eligibility criteria

Students in leadership positions are role models for other students in the areas of uniform, punctuality, courtesy, behaviour, academic application, co-curricular involvement and displaying a holistic life at the College. They are proactive in encouraging students to always respect the College policies, both on and off campus. This would mean following College rules i.e., wearing the correct uniform and having regular attendance.

Applicants need to show themselves worthy of a leadership position in their previous years at the College with regards to attitude, involvement and actions. Students also need to abide by the College policies and procedures showing respect for their teachers and fellow students and wear their badge with pride.

The list of eligible criteria will be outlined on all Nomination Forms.

Applying for leadership positions

Students will be appointed following a rigorous selection process. Guidelines for the application and selection criteria for the various leadership positions will be published annually.

In Term 3, students are asked to submit a Nomination Form, self-nominating for the position. A selection panel, consisting of the Dean of Students and the Heads of House will meet to consider all applications. Students in Year 7 will complete this process during Term 1.

For the position of Head Boy and Head Girl, students are required to submit a resumé with their application. Those students whose application has met the selection criteria will each address an assembly of Year 11 students and staff. All Year 11 students will vote for the applicants of their choice. Staff may also vote for the students of their choice. Based on these speeches and the results of the vote, a shortlist of students will be invited to an interview with a panel consisting of the College Principal, Dean of Students, and a Head of House. The success of applicants will be based on their Nomination Form (Appendix 3), their performance in their speech, the outcome of the vote and the interview process. Unsuccessful applicants will be informed prior to the official announcement in a College Assembly.

Students nominate themselves for the position of House Captain and House Councillor. Two students per year group, per House, will be appointed to these positions. Both peer and staff voting

will take place within the six House groups. Applicants for the House Captain positions will undergo an interview with the Dean of Students and their Head of House as part of the selection process.

For the position of Co-curricular Captains, the student selected for this position will be chosen from the list of applicants who applied for the position by the nominated Director or Head of Learning Area who oversees that activity, in conjunction with the Co-curricular Manager. The applicant is then approved by the Dean of Students.

Student Council Meetings

Due to the large number on Council, the Lower Secondary Council and the Senior Secondary Council will meet separately. Once a term a combined meeting will be held to celebrate combined achievements.

A teacher representative will be present at each meeting to assist in the running of the meeting.

- Before each Council meeting Connect teachers shall arrange a time to have a class meeting about issues to be raised by their Councillors. It is the responsibility of the class teacher to organise and facilitate this meeting
- The Student Council will meet twice a term or more frequently if the need arises.
- An induction for new councillors will occur each year.

Meeting format

- Agenda and minutes to be maintained in OneNote
- Minutes from last meeting read and tabled.
- Year group reports.
- Tasks assigned to particular year groups/councillors.

Roles and responsibilities

Head Boy/Head Girl and House Captains (Appendix 1 and Appendix 2)

The Head Boy/Head Girl and House Captains have the responsibility of representing the College and student body by being responsible role models at all times, and by helping with the morale and wellbeing of the whole student body, in particular with the Student Councillors.

Roles will include, but are not limited to:

- representing the College at special events such as Open Days, Presentation Evening, Graduation and Course Selection Evenings
- taking a high-profile position in relation to any public duties required by the College
- assist the Heads of House at Sporting Carnivals
- assist Heads of House in collecting and counting money for Uniform Free Days or other fundraising events
- support the College by participating in the holistic life of the College
- take an active role in the Student Council meetings and other events, working collegially with other Student Leaders
- raise student voice at Student Council meetings
- provide a written report for the Impressions magazine
- attend local community events of the City of Joondalup as required by the relevant Deans
- liaise with other Student Councillors to elevate student leadership within the College
- liaise with the Dean of Students/Heads of House for new initiatives
- inform the College community of Student Council activities, events and new initiatives through the College eNewsletter and College Assemblies
- assist Heads of House in maintaining uniform standards
- provide guidance and act as mentors for other students.

The Head Boy and Head Girl will also:

- have excellent interpersonal skills and demonstrate an awareness for protocols and etiquette
- may be called upon to attend funerals as representative of the student body of the College.

- initiate and manage the Year 12 Magazine

The House Captains will also:

- be responsible for the agenda for House Assemblies and inform the House of activities events and new initiatives through House Assemblies
- assist the Head of House at Sporting Carnivals including developing media communication, designing, making and displaying House decorations, generating team spirit, setting and packing up equipment, encouraging the participation of other students in the House.

Student Councillors (Appendix 4)

Duties will include, but are not limited to:

- being responsible role models
- representing the College at special functions such as Open Days, Presentation Evening, Graduation and Course Selection Evenings
- assisting the Head of House and House Captains at House Assemblies, including setting and packing up, public speaking, reading notices, bible reading, handing out awards and conducting devotions
- assist the Head of House at sporting carnivals, including designing, making and displaying House decorations, generating team spirit, setting and packing up equipment, encouraging the participation of other students
- assist the Head of House in collecting and counting money for Uniform Free Days or other fundraising events
- raise student voice at Student Council meetings
- assist the Head of House by keeping students in the House informed of planned House events and activities.

Process for the proposal of new captain positions

Proposals for the establishment of a Captain's position must be put in writing addressing the above criteria and applied through the Dean of Students, who will table the application as an item for consultation at an Awards Committee meeting.

Where there is any dispute or uncertainty, the final decision will rest with the College Principal.

Co-curricular captains

In order to establish the need for a Captain position, the following criteria must be met:

- the Captain position must be a leadership role
- the area/activity must be co-curricular in nature
- the area/activity must have a high public profile, that is, its audience must be outside of the College as well as from within the College
- the area/activity must be ongoing throughout most of the year and from year to year
- there must be a significant number of students directly and regularly committed to and involved in the activity/area
- there must be an existing track record meeting all of the above for a period of at least two years before the Captaincy is established
- a staff member must assume responsibility for the supervision and mentoring of the Captain
- generally, appointees to Captain positions will be Year 12 students.

Sports Captain

Generally, one male Captain and one female Captain

The Sport Captains will:

- have shown a high level of participation in Inter House and Inter School events for a minimum of three years
- have shown a high degree of proficiency in sporting teams

- have demonstrated leadership whilst a member of sporting teams
- be highly regarded by managers/coaches of previous sporting teams
- be highly regarded by peers, especially within previous sporting teams
- demonstrate a high standard of presentation whilst competing in sporting teams
- display a high standard of conduct and sportsmanship.

Music Captain

There will be one Music Captain

The Music Captain will:

- have shown a high level of participation and commitment in music ensembles for a minimum of three years
- have shown a high degree of proficiency and musicianship in College Ensembles
- have demonstrated leadership as a member of music ensembles
- be highly regarded amongst staff and peers
- demonstrate a high standard of presentation whilst performing
- display a high standard of conduct.

Chaplaincy Captain

There will be two Chaplaincy Captains

The Chaplaincy Captains will:

- have shown a high level of participation and commitment in the Chaplaincy Department ministries
- be a Christian role model
- have demonstrated leadership whilst ideally leading or assisting to lead in small group settings, such as Chips and Chat, girls programmes and boys programmes
- be highly regarded amongst staff and peers
- demonstrate a high standard of presentation
- have actively participated in College charity fundraising.

Drama Captain

There will be one Drama Captain

The Drama Captain will:

- have shown a high level of participation and commitment in Drama productions for a minimum of 3 years (negotiable for new students)
- have shown a high degree of proficiency in College productions
- have demonstrated leadership whilst a member of production teams
- be highly regarded amongst staff and peers
- demonstrate a high standard of presentation whilst performing
- display a high standard of conduct and acting skills.

Related Policies

- 044 Responsible Behaviour Policy and Procedures
- 145 Student Code of Conduct
- 148 Uniform Policy