



## **Navan Educate Together Student Council Policy**

The Student Council was established in 2010 as part of the Equality and Justice strand of the Learn Together Curriculum.

### **The Aim of the Student Council**

The aim of the council is to provide students with greater involvement in the decision making procedures of the school and learn about the democratic process.

The Student Council works in partnership with the Board of Management, staff and parents for the benefit of the whole school community.

The Student Council seeks to build a relationship based on mutual respect and trust with all in the school and supports the staff, management and parents in their efforts to create and maintain an environment conducive to educational and personal development. As part of the process, the Student Council seeks to provide a line of communication between students, management, staff and parents.

### **The Election Process**

Two children from 1<sup>st</sup> – 6<sup>th</sup> Class are elected by secret ballot and retain their positions on the council for the duration of the school year. Infant classes are represented by two elected pupils from 6th Class. Children in the senior classes canvass prior to the election.

All students attending our school are deemed to be eligible to be members of the Student Council.

Announcement of election dates will be made in assemblies at least 1 week in advance.

Interested students put **themselves** forward for election by giving their name to their class teacher. Tutors will then give the names to the liaison teacher and a list of all those interested will be drawn up by the liaison teacher and/or the class teacher. Students will then be asked to cast two votes from the list to represent their year group on the council.

Voting will be by secret ballot. The liaison teacher and at least one other teacher will then count the votes.

It is the intention of the Student Council to begin elections as early as possible in the school year generally aiming for the second or third full week.

Election results are announced in assemblies and are then displayed around the school.

If a member leaves for any reason voting papers will be used again to determine the new representative.

All new members must sign the contract.

### **The Role of the Liaison Teacher**

The liaison teacher attends Student Council meetings and acts as a link between the council, the staff and other bodies. The liaison teacher has a voice but not a vote and helps to guide members in how to hold and minute meetings.

She/he can act as a source of information and take additional notes to complement the secretary's minutes.

The liaison teacher should be a support to the council when needed and to be active when called upon. She/he is responsible for putting student council issues / activities on the agenda for staff meetings.

In the event of difficulties with the Student Council, the Principal is to be contacted.

### **Meetings**

Meetings are chaired by elected chairperson or deputy chairperson with support from the liaison teacher. Meetings are held at least once a month and/or when significant events arise. Minutes are taken by the elected secretary.

The voting in of officers (Chairperson and Secretary) happens at the first meeting and are elected by members. Officers are not specific to senior students.

The Chairperson and the Secretary should draw up the agenda prior to the meeting with support from the liaison teacher. All decisions are taken on majority vote and all issues discussed must be treated with discretion and confidentiality.

### **The Work of the Student Council**

The Student Council will undertake a programme of activities, which will support the school. In planning activities the Student Council will consult with the Principal and other members of staff.

### **Finance**

Any money raised by Student Council fundraisers will be held and managed by the school secretary.

### **Removing Members of the Council and Filling Vacancies**

The Board of Management has the right to remove a council member if that member fails to attend meetings without a valid reason or if a member of the Council has been involved in a serious breach of the school's code of behaviour. It has been agreed by the members of the Student Council that each member follows a 'three strike rule' regarding behaviour, and parents are informed each time a 'strike' is received.

A code of conduct will be drawn up to ensure the council carry out their duties and that the council is not brought into disrepute by members who seriously misbehave.

### **Contract of Behaviour**

Once elected, all members of the council must sign a Members Contract.

Signed: Eleanor Barker  
Principal

Date: 21.11.2019

Signed: Anthony Mackey  
Chairperson of Board of Management

Date: 21.11.2019

## STUDENT COUNCIL MEMBER'S CONTRACT

I \_\_\_\_\_ am willing to undertake the following duties:

1. To attend Student Council meetings.
2. To inform my year of issues raised or dealt with in the Student Council.
3. To represent my year responsibly.
4. To fulfil my role as a student council member to the best of my ability.
5. To respect all members of the council in an equal manner.
6. To abide by the school rules and not use my council membership inappropriately.
8. To 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 Teachers:**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Principal:**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_