

# SWANSEA HIGH SCHOOL



## STUDENT LEADERSHIP POLICY 2025

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<b>STUDENT LEADERSHIP POLICY</b>	
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## Statement of Purpose

The student leadership program at Swansea High School, aims to enhance students' personal, social and leadership capabilities to increase their potential to succeed and contribute to leading within their community. School provides many opportunities for young people to develop leadership skills. We believe that everyone has the potential to exercise leadership, whether in formal positions or everyday school life. Our aim is to maximise student voice and encourage participation in decision making and development of new initiatives that will strengthen our school and broader community.

Formal student leadership and student representation programs provide important benefits for individual students and our school. Student leaders have the potential to influence the school culture, environment, and actions of their peers by becoming advocates for positive change in the school community. Students are encouraged to take on leadership positions at all levels within the school and wider community.

The aim of this leadership model is to maximise student voice and encourage students to take responsibility for contributing in a positive way to their own and other's lives within Swansea High School and beyond. There are a variety of student leadership opportunities for all students in all Year groups, 7-12.

## School Captains and Prefects

The four school captains and four prefects make up the Student Senior Executive and work closely with the School Executive Staff, providing leadership to the Student Representative Council (SRC). All successful applicants will share duties depending on individual strengths and will meet regularly with the SRC, Deputy Principals and Principal where required. The captains and prefects will be gender balanced if possible and will represent the student body and Swansea High School.

If there are not enough suitable applicants to enable the Student Senior Executive to be gender balanced, the school's Senior Executive have the authority to induct students into Student Senior Executive positions. For example, if there are not enough suitable candidates of a particular gender, then the school may opt to induct two Vice Captains or four Prefects of the same gender.

## Guidelines for Election of School Captains and Prefects

Interested students are invited to apply during Term 3 of Year 11. Their application requires two supporting statements; One from a member of staff and one from a community member that is not a relative.

To be considered, the applicant must meet the following criteria:

**Essential:**

**Applicants, in their time at Swansea High School, must have demonstrated:**

- a high standard of behaviour
- a positive attitude towards our school
- a pleasant, reliable, and honest demeanour
- respect towards all members of the school community
- good work habits
- a high standard of school uniform
- a high level of attendance

Applicants must have also been an active participant in student leadership at Swansea High at some stage in Years 7-11, this could have been (but not a pre-requisite) representation on the SRC, Working Party, Aboriginal Student Leader or Peer Support Leader.

**Applicants must be willing to:**

- Represent the school at official functions and various community events, including School Achievement Assemblies, Graduation, Remembrance Day and ANZAC Day Memorial Services
- Fulfil public speaking requirements of a school leader
- Carry out duties as directed
- Oversee the SRC
- Discuss any proposals with the SRC Coordinator/ Staff Executive
- Represent the whole school student body and their interests in any school strategic planning meetings with staff
- Support the Year 12 Advisor in their role of supporting the Year group through their final year of school.

**Desirable:**

- well-developed communication skills
- ability to work as a member of the school leadership team
- well-developed organisation skills.
- previous experience in a leadership position

Student applications are taken to the Staff Executive team for approval. Upon suitability students are then given the opportunity to speak formally in front of their peers in Year 11, students in Year 10 and staff.

**Voting:**

Only Year 10 and 11 students and all staff get to vote. Voting is weighted as follows:

- Year 10 = 1 voting point
- Year 11= 2 voting points
- Staff = 2 voting points

## Student Representative Council (SRC)

The SRC provides leadership opportunities for students across the whole school. There are four student representative council leaders from each year group and these elections are held during Term 1 each year. It is the role of the SRC members to be a voice for their cohort and bring ideas or issues to the attention of the SRC through regular meetings. It is also the role of SRC members to actively contribute to the running of SRC programs and/or events and provide feedback to their year group through their Year Advisor and year assemblies that are held twice a term.

## Aboriginal Students Leaders

Swansea High School encourages students who identify as Aboriginal or Torres Strait Islander to nominate as part of the Student Representative Council. The SRC requires a student who identifies as Aboriginal or Torres Strait Islander for each stage group (Stage 4, 5 & 6,) however this does vary year to year based on student interest. These students represent the Koori Room and report back with regard to any issues that might arise but also to celebrate and recognise the cultural programs running in the school.

## Guidelines for Election of SRC

Students wishing to nominate for the SRC need to see their Year Advisor for a nomination form (see in appendix). The school has high expectations of students wishing to represent their peers on the SRC. SRC students need to be prepared to make the following commitment.

- Attend all SRC meetings and positively represent the needs of my year group.
- Set an example for the student body through exemplifying the Swansea High School core values of Respect, Responsibility and Readiness to Learn
- Always dress in full school uniform and be actively involved in study and school activities.
- With the rest of the SRC, act as a representative of the school in the community.
- Host whole-school assemblies when rostered, and adhere to any other required duties punctually and with maturity
- Cooperate with all members of staff and give them due respect.
- Uphold the PBL expectations of the school.
- Take part in welfare and wellbeing programs as organised through the SRC.
- Willingly contribute time to SRC activities
- Carry out duties as directed.

## Working Party

The Working Party is an extension of the Student Representative Council for students who would like to get involved in school life and give service to the school without such a public role. The Working Party students support the SRC in running whole school events and behind the scenes work such as being part of assembly crew. Students in The Working Party also run some of the Peer Interventions where they speak with their peers regarding behaviours that have not followed the PBL values of Respect, Responsibility and Ready to Learn.

They are supported by a classroom teacher that works alongside the SRC co-ordinator. The Working Party is often a good place for students to start who may not be sure if they would like to be on the SRC but are interested in school leadership and service or those students who may have been unsuccessful in the Student Representative Council elections. At the beginning of each school year students can speak to their Year Advisor about joining the Working Party and complete a nomination form (see appendix). There is no student voting. The Year Advisor ensures there is representation from their year group in the working party, there can be up to five students from each of the year groups.

## Sports House Captains

Sports House Captains are elected at the beginning of each calendar year in the first week of school. This occurs during House Meetings that occur prior to our school swimming carnival. Each House elects two captains and two vice captains that ideally are gender balanced. These students can come from either Year 10 or 11. It is the duty of the House Captains and Vice-Captains to organise relay teams for both the swimming and athletics carnivals on the day, these are based on results from individual races and student interest. They are also responsible for school pride and leading their house in the support of other students participating and leading the House Song. The Sports House Captains should be students that uphold the PBL values of the school and attend all sport carnival events. Students are nominated by their peers at the first House Meeting of the year and voted in by students Years 7-11 from their house.

### Houses:

Aldura- Yellow

Iwala- Red

Kolora- Green

Yerlonga- Blue

## Peer Support Program

The Peer Support program initially began as a Stage 5 elective but has now moved to a nomination-based school leadership program. During Term 3 students in Year 9 can apply to become a Peer Support leader to work with the incoming Year 7 student group. It is expected that students applying uphold the PBL values of Swansea High School. These applications are reviewed by the Deputy Principal responsible for the Peer Support Program, the Head Teacher Wellbeing and Year 6-7 Year Advisor for that year.

Those students who are successful then participate in a workshop where students learn the fundamentals of being a Peer Leader. The Peer Support students attend several of our network primary schools throughout Term 4, with the goal of getting to know Year 6 students transitioning to high school. They also support Year 6 students at the 'Hello High School' days and on the first day of the school year showing them to classes before the rest of the school attends the following day.

Once in Year 10 Peer Support students will also teach Year 7 with support from a classroom teacher for one period a fortnight in a variety of Well Being topics and support the Year Advisor in running peer mediation sessions. Year 10 Peer Support leaders will also be invited to accompany and support students on year 7 Camp.

This program provides students with the opportunity to support younger peers, learn new skills and build their confidence whilst become leaders within the school and community.

Appendix 1



# Swansea High School

## Nomination for SRC Member 2023

DUE:

The Student Representative Council is a body of students who advocate on behalf of their peer group and take part in decision making within the school. Students also demonstrate leadership across school and community events.

We the undersigned wish to nominate .....

for a position on the SRC to represent year .....

Nominator .....  
(Print Name) (Signature)

Seconder .....  
(Print Name) (Signature)

Teacher .....  
(Print Name) (Signature)

Teacher .....  
(Print Name) (Signature)



**SRC Pledge:** If elected to the SRC, I will:

1. Attend **all** SRC meetings and positively represent the needs of my year group.
2. Set an example for the student body through exemplifying the Swansea High School core values of Respect, Responsibility and Readiness to Learn
3. Always dress in full school uniform and be actively involved in study and school activities.
4. With the rest of the SRC, act as a representative of the school in the community.
5. Host whole-school assemblies when rostered, and adhere to any other required duties punctually and with maturity
6. Cooperate with all members of staff and give them due respect.
7. Uphold the PBL expectations of the school.
8. Take part in welfare and wellbeing programs as organised through the SRC.
9. Willingly contribute time to SRC activities
10. Carry out duties as directed.

**NOTE:** Any student whose past behaviour has been below expectations may be ineligible for election.

**Signed:** .....

(Nominee)

In addition to your nomination please complete the following questions

Describe your leadership qualities and recount a time or event where you were required to demonstrate these.

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As a member of the SRC, how will you demonstrate our 3 core values: Respect, Responsibility and Readiness to Learn?

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Recount a time or event where you were required to demonstrate a growth mindset

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Provide one idea for how you would teach the importance of a growth mindset

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Appendix 2



# Swansea High School

## Nomination for School Leadership Position 2023

We the undersigned wish to nominate  
..... for the position of  
(Tick all that apply)

**School Captain/Vice Captain**

**Prefect**

We are confident that our nominee will fulfil the obligations of this important office.

Nominator: .....

(Print Name)

(Signature)

Seconder: .....

(Print Name)

(Signature)

### SRC Pledge

1. If elected to the SRC, I will represent the needs of my year group in meetings of the Council.
2. Set an example for the student body in behaviour, dress and involvement in study and school activities.
3. With the rest of the SRC, act as a representative of the school in the community.
4. Cooperate with all members of staff and give them due respect.
5. Uphold the rules of the school.
6. Take part in pastoral care programs as organised through the SRC.
7. Willingly contribute time to SRC activities.
8. Regularly attend meetings of the SRC.
9. Carry out duties as directed.

Signed: .....

(Nominee)

We support the above nomination and are confident that this student has and will continue to meet the behaviour expectations of Swansea High School.

.....

Year Advisor

Member of School Executive

Teacher



## Swansea High School Leadership Election Process For Student Executive 2024



Interested students who will be in Year 12, 2024 at Swansea High School are invited to apply for a senior student leadership position.

Two Captains will be elected, a male Captain and a female Captain.

Two Vice-Captains will be elected, a male Vice-Captain and a female Vice-Captain.

Four Prefects will be elected.

**To be considered, the applicant(s) must meet the following criteria:**

### **Essential:**

**Applicants, in their time at Swansea High School, must have demonstrated;**

- A high standard of behaviour;
- a positive attitude towards our school;
- a pleasant, reliable and honest demeanour;
- respect towards all members of the school community;
- good work habits;
- a high standard of school uniform;

**Applicants must be willing to;**

- represent the school at various community events, including Remembrance Day, ANZAC Day, and Merchant Mariners Memorial Services;
- fulfil public speaking requirements of a school leader;
- carry out duties as directed;

### **Desirable:**

- well-developed communication skills
- ability to work as a member of the school leadership team
- Well-developed organisation skills.

- previous experience in a leadership position

**The nominee is required to submit by FRIDAY WEEK 4 nomination form to Miss Bruton at [ashlea.bruton1@det.nsw.edu.au](mailto:ashlea.bruton1@det.nsw.edu.au)**

**◆ two (2) supporting statements:**

one from a member of the teaching staff

one from a community member who is not a relative.

*\* Applicants who have not met the essential criteria may not be deemed as a suitable candidate for a senior student leadership position.*

***Upon submission students will receive details regarding the timeline of Election process and the guidelines for the speech they will be required to present.***

In addition to your nomination please complete the following questions

Describe your leadership qualities and recount a time or event where you were required to demonstrate these.

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As a member of the Leadership team, how will you demonstrate our 3 core values: Respect, Responsibility and Readiness to Learn?

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Recount a time or event where you were required to demonstrate a growth mindset

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Provide one idea for how you would teach the importance of a growth mindset

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**SUPPORTING STATEMENT FOR STUDENT LEADERSHIP NOMINATION**

*(These may be completed on separate paper and attached to nomination)*

NAME: \_\_\_\_\_ (TEACHING STAFF)

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\_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: \_\_\_\_\_ (COMMUNITY MEMBER)

In what capacity do you know the applicant?

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SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

Appendix 3



*Striving for personal best,  
serving with honour.*

## Nomination Form for Swansea High Working Party

Name: \_\_\_\_\_

Year: \_\_\_\_\_

**Reasons you would like to be a member of the Swansea High Working Party**  
(i.e. what skills you think you could bring and what you would like to accomplish)

- ◆ .....
- ◆ .....
- ◆ .....
- ◆ .....

**Previous contributions to school and/or local community** (e.g. primary school, helping on school events previously, membership of sporting teams, academic awards, involvement in charity fund raising) List:

- ◆ .....
- ◆ .....
- ◆ .....
- ◆ .....

Signature of Nominee: \_\_\_\_\_



Appendix 4



## Swansea High School Peer Support Application



Students in Year 9 are invited to apply to be a Peer Support Leader for our incoming Year 7 students. Students applying to be a Peer Support Leader should demonstrate a high standard of behaviour, commitment to learning and uphold the PBL values of the school.

By completing this application you are committing to the following:

- ◆ A one day workshop: Peer Support fundamentals course
- ◆ Approximately three Primary School visits (1/2 days) in Term 4
- ◆ Supporting Year 6 students on Hello High School day
- ◆ Supporting Year 7 students on the first day of the new year
- ◆ Team teaching Wellbeing lessons for Year 7 students (with assistance from a teacher) for one period a fortnight
- ◆ Supporting Year 7 students on their camp in Week 5 Term 1 (optional)

◆ **Name:** \_\_\_\_\_

◆ **Reasons you would like to be a Peer Support Leader** (*i.e what attributes could you bring to the role, what have you perhaps done in the past at Primary school, here at Swansea High, in the community*)

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Student signature: \_\_\_\_\_

I support the above nomination and am confident that this student has and will continue to uphold the PBL values of Respect, Responsibility and Ready to Learn at Swansea High School.

Teacher: \_\_\_\_\_ Signature: \_\_\_\_\_

This nomination form needs to be submitted to Ms Achurch by Monday Week 2-  
[Kendal.achurch@det.nsw.edu.au](mailto:Kendal.achurch@det.nsw.edu.au)

