



APPLICABLE TO	All Staff and Students
DOCUMENT OWNER	Assistant Principal – Community and Wellbeing
APPROVAL DATE	February 2018
APPROVED BY	Principal
LAST REVIEW DATE/S	2017
NEXT REVIEW DATE	December 2018
RELATED DOCUMENTS	Pastoral Care and Wellbeing Policy 2013 (CSO) Procedures for Student Leadership 2018

Purpose

St Paul's Catholic College believes all students have the capacity and ability to develop their leadership talents and skills. While not every student can be an elected College leader, every student can be encouraged to take responsibility for his or her own learning, and all senior students have a responsibility to act as leaders and guides to junior students.

Students at St Paul's Catholic College are provided with many opportunities to develop qualities of leadership, initiative and cooperation, allowing them to make a constructive contribution to the College community.

These may be categorized in the following areas:

- Elected School Captains from Year 12, representing the whole College Community
- Elected House Leaders and Sports Captains from Year 11/12, representing the House System
- Student Representative Council and Tutor Group Representatives from Years 7-12, representing the students
- Transport Monitors from Year 11, representing senior students on trains/busses
- Peer Support Leaders from Year 10, assisting with the Year 7 Orientation Programme
- Volunteer Leadership roles as required

Policy Statement

Leadership Roles

Every student is encouraged to show initiative and exhibit leadership in all that they do. There are many occasions and opportunities to develop and exercise leadership skills.

At the end of Year 11, during the third term, students are invited to apply for a position of leadership in Year 12, their final year of schooling. They self-nominate themselves to begin the process of becoming a **School Captain**. This process involves an initial vote by the peer Year Level, candidate speeches to

the whole College and voting by Year 10-12 students to determine interviewees. Following this the College Executive and a Parents & Friends representative interview the final candidates.

The School Captains are appointed to represent the student body on behalf of the College, foster College spirit in a variety of events and strive to make a difference as senior leaders and role models.

At the beginning of each year, Year 11/12 students elect representatives from each of the four Houses as **House Leaders**, **Sports Captains** and **Sports Vice Captains**. They are expected to lead their respective Houses, be speakers at assemblies, play an active role in the House activities and Sports Carnivals.

The **Student Representative Council** is a group of students elected within each Year Level. Each Year Level elects two representatives to the Council, which meets regularly to discuss issues of concern with the College Executive and discuss College decisions that affect them.

Transport monitors are selected from Year 11 students who assist the Assistant Principal - Welfare with any concerns or student issues on transport to and from St Paul's Catholic College.

Peer Support Leaders for Year 7 are drawn from Year 10. They actively work with the incoming Year 7 students and assist them in their transition to secondary school.

House System

College Spirit is fostered in the students by connecting them to the concept of belonging to a House.

These roles have primarily focused on House Sports Carnivals throughout the year. From 2017 onwards the House System will be developed to encourage greater student leadership and an increased level of student participation as they compete for the St Paul's Cup each year.

Upon enrolment, each student automatically becomes a member of one of the four Houses and follow that House through to Year 12. Each House is named after a significant figure of the tradition and charism of St Paul's Catholic College and is represented by a House colour. The four Houses are as follows

- Chisholm (blue)
- MacKillop (green)
- Polding (red)
- Therry (yellow)

The Governance of this policy rests with the whole staff and Principal with support from the College Executive, Assistant Principal Welfare and Student Coordinators.

The Management of this policy rests with the Assistant Principal Welfare, who along with the Student Coordinators and Welfare team, administers student leadership throughout the College.

Definitions

The meaning of a term in a legal document as explicitly stated in that document, otherwise its statutory meaning (if it exists) or the customary meaning in the circumstances.

Principal is the leader of the College.

College Executive and advisory body consists of the Principal, Assistant Principals, Ministry Coordinator, Administration Coordinator and two Elected Staff Representatives.

Assistant Principal either the Assistant Principal Welfare or Assistant Principal Teaching & Learning.

Student Coordinator is one of the 6 teaching staff with responsibilities for a respective Year Level.

Student is a person enrolled at St Paul's Catholic College for secondary schooling. The **Student Body** consists of all students enrolled at St Paul's Catholic College.

House System is the pastoral streaming of students into one of four groups.

School Captain, House Leader, Sports Captain, Student Representative Council, Transport Monitor, Peer Support Leaders are the titles of various leadership opportunities available to the student body.

Guiding Principles

Student leadership and pastoral care – a whole-of-school responsibility. A Catholic school's provision of positive behaviour education and leadership development of students is pastorally driven, comprehensive, and whole-of-school in nature.

The focus and intended outcomes are to provide opportunities for leadership roles and develop personal resilience. The mode is through leadership development and the application is to the College community as a whole, and to each member of the College community individually.

Pastoral care for the whole College community – the Principal/Assistant Principals' responsibility. The Principal and the Assistant Principals have responsibility for ensuring that pastoral care and student leadership is extended to all members of the College community. As student leadership can have such a positive effect on the wellbeing of students, staff members and others, the College Executive is challenged to ensure strong leadership development amongst students.

Student connectedness and engagement. An essential element of human wellbeing is the experience of belonging, of being connected to others in a community, being accepted and valued, and being positively involved and engaged within a community. For the wellbeing of students, their College must provide them with such an experience.

It follows that, when St Paul's is addressing student leadership and promoting the House System, there will be processes which ensure that students remain engaged and connected with College activities and the College community. It is the culture at St Paul's that processes which encourage student leadership and House System participation will be encouraged and reviewed each year to maintain its relevance.

Scope

The Scope of this policy is to support student leadership opportunities, pastoral care and general student wellbeing at St Paul's and also provide information for staff, students and the parent body in relation to student leadership and the House System of St Paul's Catholic College.

Responsibilities

The Principal is responsible for communicating, administering and managing this policy with staff, students and families.

The Principal will review the policy and processes with assistance from the Assistant Principal (or College Executive where relevant) and will promote initiatives that promote the student leadership opportunities, pastoral care and the wellbeing of students at St Paul's Catholic College.

The College Executive will advise the Principal where relevant on the management of student leadership associated initiatives.

The Assistant Principal will work with the relevant Student Coordinators and discuss the management and implementation of student leadership each year. The Assistant Principal is also charged with the strategic planning of pastoral care and wellbeing at St Paul's Catholic College.

The Student Coordinator will publicise and implement student leadership opportunities at St Paul's Catholic College each year and recommend any revisions or concerns to the Principal and Assistant Principal.

Budget

Financial matters that need to be taken into consideration are the expenses associated with funding leadership and student wellbeing initiatives across all Year Levels and the costs associated with Staff Professional Development and implementing the Wellbeing Strategic Plan.

Legislative/Professional Guidelines

List of government or other requirements:

1. *National Safe Schools Framework 2010 (updated 2013)*
2. Education Act 1990 (NSW)