



Nundah State School

STUDENT LEADER APPLICANT PACKAGE

2016/2017

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LEVELS OF STUDENT LEADERSHIP POSITIONS

Student leaders at Nundah State School represent our learning community, and should demonstrate that they embrace and model all of our school community values and expectations. As public positions, student leaders are called upon for official/special occasions (at the discretion of the Principal)

Our student leadership roles are created at two levels.

- 1) All students (end Year 5 to end Year 6) are eligible to apply to be endorsed as Senior Leaders (no fixed minimum or maximum) The process is explained at the beginning of Term 3.
- 2) In addition, elected and appointed student leaders (i.e. school and house captains, band majorettes, chess, science and the arts captains) will be selected from this pool of Senior Leaders. They will:
 - ✓ Be responsible to the school leadership team to carry out all duties asked of them by leadership;
 - ✓ Participate and promote Nundah SS activities
 - ✓ Display exemplary conduct and attitudes relating to all areas of school life through values and behaviours
 - ✓ Work enthusiastically to help engage all students in educational opportunities for all.

(Note: as a guide, students should only hold one representative position with the exception of Band Major/ette).

POSITIONS

Senior Leaders	(determined by endorsement of suitable applicants)
1. School Captains	(2 Positions - 1 male, 1 female)
2. House Captains	(2 Positions - 1 male, 1 female)
3. Arts Captains	(2 Positions - 1 male, 1 female)
4. Extra Curricular Captains	(As required)

POSITION DESCRIPTIONS

ENDORSED POSITIONS

Senior Leader (any eligible student) Eligibility Criteria:

- ✓ Commit to and model all of our school values;
- ✓ Act as mentor to younger students;
- ✓ Make visitors to our school feel welcome and show them around;
- ✓ Be a buddy to younger students, especially those who are in need of a friend;
- ✓ Take on additional responsibilities such as library monitor, eLearning monitor.

ELECTED POSITIONS

School Captains Responsibilities/Accountabilities (1 male and 1 female captain, 2 vice captains of either gender):

- ✓ Commit to and model all of our school values.
- ✓ To work closely with school leadership team in positively displaying the school and its activities to the broader community.
- ✓ Assist in the co-ordination of special events held by the learning community.
- ✓ To act as a point of liaison between school leadership team and the Student Council ensuring concerns, ideas and visions are communicated.

ROLE/DUTIES – represent year level at Student Council, manage parade and assembly, represent the school at public events, e.g. Anzac Day, Nundah Village Festival, Remembrance Day, Speak at events such as Showcase, Year 6 Graduation, address school visitors, school tours, Prep Information Night, Leadership roles at school e.g. assisting with lower school events - Easter Hat Parade, Prep Orientation Day, etc.



House Captains Responsibilities/Accountabilities (1 male and 1 female captain, 2 vice captains of either gender):

- ✓ Commit to and model all of our school values.
- ✓ Assist the Health and Physical Education Teacher in the organization of the annual athletics and swimming carnivals.
- ✓ Assist teachers in conducting sports training sessions during lunchtime in order to prepare students from your house for the school's athletics and swimming carnivals.
- ✓ Motivate all students to engage in all competitive/special activities with pride and determination.
- ✓ Manage the sports shed on the oval and upper oval.
- ✓ Participate and lead Active School Travel activities.

ROLE/DUTIES – Leading house teams at interschool carnivals (i.e. swimming carnival, athletics, cross country) assisting and encouraging younger students as required at these events; organising war cries and practices prior to events. Supporting in the playground through distributing equipment.

Arts Captains Responsibilities/Accountabilities (1 male and 1 Female captain, 2 vice captains of either gender):

- ✓ Participate in a variety of school arts activities, programs and events (music, dance, drama)
- ✓ Punctual to school with high attendance
- ✓ Consistently high standard of behaviour
- ✓ Wear school uniform appropriately
- ✓ Ability to lead peers
- ✓ Confidence in public settings
- ✓ Diligence in cultural pursuits e.g. choir, band, instrumental, dance, drama etc.

ROLE/DUTIES – MC/Compere at Instrumental Music Night, distribution of notes to music students as required, assistance with cultural events and categories of Showcase

APPOINTED EXTRA CURRICULAR POSITIONS: (Staff responsible for the Extra Curricular Activity appoint these positions) Science Captains (2), Band Major/ettes (2), Chess Captain, Media Captains (2), Robotics Captains (2).

Responsibilities/Accountabilities

- ✓ Relevant experience in the area
- ✓ Punctual to school with high attendance
- ✓ Consistently high standard of behaviour
- ✓ Wears school uniform appropriately
- ✓ Ability to lead peers
- ✓ Confidence in public settings
- ✓ Diligence in relevant pursuits

ROLE/DUTIES – Assist with organisation of relevant group events, role modelling and leading younger students, communicating key messages as required.



STUDENT LEADERSHIP QUALITIES

All Senior Leaders must be automated in displaying the following qualities, which make up the Nundah State School Learning Communities.

Positive Attitude towards others

- ✓ Greet others
- ✓ See the good in others
- ✓ Be helpful and thoughtful
- ✓ Treat others as well as you would like to be treated

Demonstrate School Pride and Spirit

- ✓ Wear uniform appropriately
- ✓ Keep yourself neat and tidy
- ✓ Demonstrate a high standard of behaviour while wearing the uniform or involved in school activities

Appreciation, understanding and commitment regarding school rules

- ✓ Follow safety rules e.g. running, play areas
- ✓ Wear hat
- ✓ Pick up rubbish, putting things away, returning things

Self-Motivation and Reliability – ‘go the extra mile’, self-organise and follow through

- ✓ Do what you say you will
- ✓ See situations and act
- ✓ Get going yourself without needing others to chase you up or tell you
- ✓ Do set tasks without reminders

Use courtesy, consideration, trustworthiness and acceptance of others

- ✓ Use good manners
- ✓ Think about the other person’s viewpoint
- ✓ Be honest
- ✓ Accept others for their difference – cultural, religious, disabilities or skills

Attendance

- ✓ Attend school regularly
- ✓ Help out with school fund raising activities

High Standard in work, effort and behaviour and encourage others

- ✓ Use maximum effort in own work
- ✓ Model positive behavior choices in the playground
- ✓ Model positive behavior choices in class
- ✓ Notice when others do well and compliment them
- ✓ Notice when others try hard and encourage them

Positive community relationships

- ✓ When in school uniform be on best behaviour
- ✓ Don’t degrade the school by your comments or thoughtlessness
- ✓ Spread the word about the good aspects of our school

Public presentation

- ✓ Be able to make announcements on parade and assembly
- ✓ Participate in school ceremonies by giving talks, votes of thanks, readings and speeches



PROCESSES FOR SELECTION AND APPOINTMENT – SENIOR LEADER

To qualify for any captaincy position students must first become a Senior Leader in Year 5.

Stage One - Senior Leaders – for Year 6 in 2017

Students must complete the **Application for Senior Leader** form, and gain candidate endorsement for their self-assessment (on a five-point scale) of each of the readiness criteria. This form must be signed by parents, the classroom teacher and by at least one other staff member.

All students applying for Elected Positions must complete this stage first and be endorsed. Every student may become a Senior Leader from Term 4 in Year 5 until, and including, their final day of Year 6.

Appointment to the Extra Curricular positions will be offered based on criteria decided by the staff that supervise these activities. Appointed positions do not require an interview or speech.

Application for Senior Leader

<u>Positions Applied For</u>	<u>Additional Assessment Tasks</u>
<input type="checkbox"/> Senior Leader <input type="checkbox"/> School Captain <input type="checkbox"/> House Captain <input type="checkbox"/> Arts Captain	<input checked="" type="checkbox"/> Mandatory Readiness Criteria (for Senior Leaders and Captains) <input type="checkbox"/> Interview (for Captains only) <input type="checkbox"/> Speech (for Captains only)

<u>Stage 1 - Senior Leader Readiness Criteria</u>																									
Standards & Expectations	Has made no reference to school values					Has made reference to some school values in a superficial manner with limited reference to their application at school					Has made reference to all school values in a superficial manner with limited reference to their application at school					Has made comprehensive reference to the expectation and application of some school values					Has made in-depth reference to the expectation and application of all school values				
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25

Total / 25



PROCESS FOR SELECTION AND APPOINTMENT - ELECTED POSITIONS

Please note, students must nominate three positions they would like to be considered for in order of preference (1st, 2nd, 3rd). Upon suitability, students will be only offered their first preference.

Stage Two – Speech (Elected Positions only)

Students who wish to be considered for a captaincy will prepare and deliver a speech (not exceeding 3 minutes) to the student body and interested staff members on why they wish to be considered for a position of representative leadership, and how they would contribute to the well being of our learning community. Students in Years 4-5 will vote for these captains, as will all staff who would like to vote.

Stage Three – Interview (Elected Positions only)

Candidates will be contacted and advised of an interview time with the application panel. All short listed candidates will be given advanced notice prior to the interview. All candidates will be ranked in consideration of:

- | | |
|--|-----------------|
| 1. School Leader Readiness Criteria | - 25% weighting |
| 2. Speech | - 25% weighting |
| 3. Vote of staff and students in Years 4-5 | - 25% weighting |
| 4. Interview | - 25% weighting |

Stage Four – Appointment

The Principal will then contact and appoint the highest ranked candidates for each of the positions. In the event a student refuses the position, the Principal will then go to the next highest ranked candidate until acceptance is gained.

CANCELLATION OF APPOINTMENT

The Principal (or representative) may request a meeting with a student who holds a position of student leadership (senior leader or captaincy) and ask for them to show cause as to why their appointment should not be cancelled. A meeting of this nature may be called when the leader has not maintained the values and expectations of the Nundah State School's "Responsible Behaviour Plan".

When it is determined by the Principal (or representative) that the student leader is not making sufficient choices to adjust her/his behaviours in order to maintain her/his leadership position, the Principal will cancel the school leadership appointment and then, if required, may proceed to select a new candidate to fulfill this role.



Stage 2 - Speech Criteria - Representative Roles of School, House and Arts Captains					
CATEGORY	1	2	3	4	5
Values and Beliefs	Has made no reference to the school values	Has made reference to some of school values in a superficial manner with limited reference to their application at school	Has made reference to all school values in a superficial manner with limited reference to their application at school	Has made comprehensive reference to the expectation and application of some school values	Has made in-depth reference to the expectation and application of all school values
Delivering of Address	Unable to deliver an address	Address was unclear and difficult to comprehend due to phrases being mumbled and poorly sequenced. No eye contact with audience	At times fumbled with the sequencing of phrases and had limited eye contact with the audience	For the majority of the speech spoke in a clear manner and displayed confidence through the use of effective eye contact with the audience and strong body language for most of the time.	Spoke in a clear manner, and displayed confidence through the use of effective eye contact and strong body language with the audience. Use pausing, tone and volume to effect.
Content	Did not address any descriptors of what constitutes a leader	Address contained few descriptors of what constitutes a leader, but made no reference to how they would personalize these to effect change in our community	Address contained descriptors of what constitutes a leader, but made no reference to how they would personalize these to effect change in our community	Address contained some descriptors of what constitutes a leader, and made reference to how they would personalize these to effect change in our community	Address contained many descriptors of what constitutes a leader, and made reference to how they would personalize these to effect change in our community
Sequence	There was no logical sequence of arguments points for student leadership	Address was rushed with sequencing of all argument points for leadership selection being disjointed	At times address seemed rushed with sequencing of argument points for leadership selection being disjointed	Address was well sequenced with some argument points for leadership selection being logical, well sequenced with some actions being realistic and achievable	Address was well sequenced with argument points for leadership selection being logical well sequenced with all actions being realistic and achievable

Comments:

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Total / 25

Stage 2 - Staff and Student Vote				
Raw Score	Percentage of Vote	Staff Vote	Raw Score	Percentage of Vote

Total / 25



INTERVIEW QUESTIONS FOR ELECTED POSITIONS

There will be five questions asked during the interview process, which will last 5-10 minutes. Students may prepare for this interview using the questions below. A further two questions will be asked in the interview. The final two questions will not be provided ahead of time.

Interview Question One

What attributes do you bring to the role of student leader?

Interview Question Two

As a student leader, which aspects of our school would you like to/aim to improve?

Interview Question Three

How would you motivate students to engage in competitive/special events and activities?

Interview Question Four and Interview Question Five

Provided during the interview.

Stage 3 - Interview Criteria																									
Standards & Expectations	Has made no reference to the school values and did not address any descriptors of what constitutes a leader					Has made reference to some school values in a superficial manner with limited reference to their application at school, and contained a descriptor of what constitutes a leader, but made no reference to how they would personalize these to effect change in our community					Has made reference to all school values in a superficial manner with limited reference to their application at school and contained few descriptors of what constitutes a leader, but made no reference to how they would personalize these to effect change in our community					Has made comprehensive reference to the expectation and application of some school values contained some descriptors of what constitutes a leader, and made reference to how they would personalize these to effect change in our community					Has made in-depth reference to the expectation and application of all school values contained comprehensive descriptors of what constitutes a leader, and made reference to how they would personalize these to effect change within our community				
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25

Total / 25

Readiness Criteria	25%	
Speech	25%	
Vote	25%	
Interview	25%	
Total	100%	



APPLICATION AND SELECTION TIMELINE

Call for nominations, interviews, speeches & voting

<i>Date</i>	<i>Time</i>	<i>What</i>	<i>Who</i>	<i>Where</i>
Week 1, Term 3 THURSDAY 14/7	1:45 pm	<ul style="list-style-type: none"> Selection process explained to students. Nomination forms distributed. Role and criteria for all captains explained. 	Year 5 LL/DP/DP With all Year 5 students together. Students to bring folders for storage.	Library
Week 5, Term 4 MONDAY 31/10	3 pm	<ul style="list-style-type: none"> Applications for leadership endorsement close. 	Mrs Johns to arrange suitable box. DP to collect	Office
Week 5, Term 4 WEDNESDAY 2/11	1:20 pm	<ul style="list-style-type: none"> Shortlist applicants for all captains – notify applicants of success and need to prepare for interview and speech. 	Year 5 LL/DP/DP Aminta/Mel/Alex Mr Gaynor (House) Mr Whitehead and Mrs Hicks (Arts)	DP's Office
Week 6, Term 4 MONDAY 7/11	9am	<ul style="list-style-type: none"> Interview for all successful applicants for all captain positions. 	Year 5 LL/DP/DP Year 5 students and teachers	DP's Office
Week 6, Term 4 THURSDAY 10/11	1.45 pm	<ul style="list-style-type: none"> Speeches (School Captain) (3mins) and voting Staff Vote distributed and collected. 	Year 5 LL/DP/DP Year 5 students and teachers Whole Staff	
Week 6, Term 4 THURSDAY 10/11	3pm	<ul style="list-style-type: none"> Counting of votes 	Year 5 LL/DP/DP	Admin
Week 7, Term 4 THURSDAY 17/11	1:45 pm	<ul style="list-style-type: none"> Review of criteria and role. Arts Captain Speeches (2mins) – middle session. Voting before break. House Captain Speeches (2mins) – last session. Voting before home time. Staff Vote distributed and collected. 	Year 5 LL/DP/DP/Mr Whitehead/Mrs Hicks/Mr Gaynor Year 4/5 students and teachers Whole Staff	All together (Arts) 4AB (Blair), 4JE (Anderson), 5SR (Newman)
Week 7, Term 4 THURSDAY 17/11	3pm	<ul style="list-style-type: none"> Counting of Votes for Arts and House captains 	BLAIR – Mrs Moran/Ms Miller ANDERSON – Mrs Rehm and Ms Miller NEWMAN – Mrs Moran and Mrs Rehm	DP's Office
Week 9, Term 4 FRIDAY 2/12		<ul style="list-style-type: none"> Finalising roles and offering choices to individual students where needed. Contact parents of successful students before final assembly 	Year 5 LL/DP/DP	
Week 10, Term 4 THURSDAY 8/12	9am	<ul style="list-style-type: none"> Announce all students leaders at final assembly 	Principal	



APPLICATION FOR ENDORSEMENT AS YEAR 6 SENIOR LEADER 2017

Name: _____ Class: _____ Date of Submission: _____

Senior Leader

Student's Signature

Parent/Caregiver's Signature

NB: In signing this document I agree that all information provided is accurate. I will abide by all selection processes outlined within this package. Late applications will be ineligible for Elected Positions. However, all students can still apply for a Senior Leader position at any stage.



School Values	Examples	Date	I have demonstrated this criteria when I:	Staff Signature
RISK MAKING Believe in yourself	<ul style="list-style-type: none"> Celebrate "mis-takes" as a chance to learn something new and to develop resilience Re-frame problems as opportunities Create opportunities and trying new things Communicate clearly 	In class		Class Teacher:
		Other		Name: Signature:
INDEPENDENCE Be a self managing individual	<ul style="list-style-type: none"> Become more responsible for my own learning, learning how to be self-managing and taking more control of learning over time Seek to construct knowledge and make meaning from own learning Build real responsibility and activate student voice in the classroom and across the school 	In class		Class Teacher:
		Other		Name: Signature:
				Name: Signature:



<p>QUALITY Be prepared and do your best</p> <ul style="list-style-type: none"> • Know what outstanding work looks like • Acknowledging effort • Celebrate learning 	In class		Class Teacher:
	Other		Name: Signature:
<p>CONNECTING Works well with others</p> <ul style="list-style-type: none"> • Make links between what-how you learn with your interests, experiences, strengths, needs and hopes • Share our learning with our families and community • Learn from one another 	In class		Class Teacher:
	Other		Name: Signature:



CREATIVITY Maintains effort with challenging tasks	<ul style="list-style-type: none"> Choose a variety of ways to learn and show what we know Be self-aware of my thinking and ways to stimulate imagination Learn from mistakes 	In class		Class Teacher:
		Other		Name: Signature:
CURIOSITY Willingness to participate and learn skills outside of the classroom	<ul style="list-style-type: none"> Thoughtfully and purposefully ask and answer questions Design opportunities with time for deep learning and enduring understandings Be genuinely committed to a task outside of the classroom Volunteer to participate in school activities 	In class		Class Teacher:
		Other		Name: Signature:
				Name: Signature:

Leadership Team: _____

Date Endorsed: _____



ELECTED LEADER PREFERENCE FORM 2017

Name: _____ Class: _____ Date of Submission: _____

School Captain

House Captain for

Blair

Anderson

Newman

Arts Captain

Other (Extra-Curricular): _____

Students Signature

Parents / Caregivers Signature

NB: Please note students must nominate in order of preference the positions for which they would like to be considered. Upon suitability, students will only be offered their first preference. In signing this document I agree that all information provided is accurate. I will abide by all selection processes outlined within this package. Late applications will be ineligible for Elected Positions; however, these students can still apply for a Senior Leader position at any stage.