



Building Personal Success

Brampton Primary School

School Council Policy

Reviewed by: Marie Hardie

Date: October 2021

Next review date: October 2022

Brampton Primary School Policy for the Running of the School Council

Aims and Objectives of a School Council at Brampton

Brampton's school council is an elected body of pupils who represent their classes and are responsible for:

- highlighting issues on behalf of pupils;
- seeking solutions to issues raised;
- collecting evidence of pupil voice regarding questions raised by both pupils and teachers and relating to school priorities;
- promoting special events and causes (for example, Walking on Wednesday) and
- overseeing the school's charitable and fundraising work.

Through participation in school council and through regular class councils, children at Brampton are taught the concepts of:

- **A healthy balanced lifestyle:** physically, emotionally and socially, including within relationships, work-life, exercise and rest, spending and saving and lifestyle choices.
- **Career:** including enterprise, employability and economic understanding.
- **Change and resilience:** as something to be managed including the skills, strategies and 'inner resources' we can draw on when faced with challenging change or circumstance.
- **Diversity and equality:** in all its forms, with due regard to the protected characteristics set out in the Equality Act 2010.
- **Identity:** their personal qualities, attitudes, skills, attributes and achievements and what influences these; understanding and maintaining boundaries.
- **Power:** how it is used and encountered in a variety of contexts; how it manifests through behaviours including bullying, persuasion, coercion and how it can be challenged or managed through negotiation and 'win-win' outcomes.
- **Relationships:** including different types and in different settings.
- **Rights:** including the notion of universal human rights, responsibilities (including fairness and justice) and consent (in different contexts).
- **Risk:** identification, assessment and how to manage risk, rather than simply the avoidance of risk for self and others safety (including behaviour and strategies to employ in different settings).

Rationale

At Brampton, having a school council contributes to the spiritual, moral, social and cultural (SMSC) development of all children and helps them to develop and demonstrate skills and attitudes that will allow them to participate fully in and contribute positively to life in modern Britain. It provides the children with an opportunity to:

- act as an informed and proactive citizen, taking responsibility for themselves and others (personal and collective responsibility);
- develop an understanding of the democratic process during elections for the school council;
- practise the skills of enquiry and problem solving;

- develop communication skills with others in a variety of settings (e.g. with peers, school governors, their local member of parliament etc.);
- see the positive impact of being an active member of a community;
- act as positive role models within the local community and
- feel like valued and listened to members of the school.

In addition to this, the United Nations Convention on the Rights of the Child sets out the responsibility of governments to make sure they understand and respect children and young people's rights. Article 12 states that ***Children and young people have the right to express opinions on matters which affect them and have those opinions taken seriously.***

Promoting Fundamental British Values

All maintained schools must meet the requirements set out in section 78 of the Education Act 2002 and promote the spiritual, moral, social and cultural (SMSC) development of their pupils. Through ensuring pupils' SMSC development, schools can also demonstrate they are actively promoting fundamental British values. Meeting requirements for collective worship (where class councils take place), establishing a strong school ethos supported by effective relationships throughout the school, and providing relevant activities beyond the classroom are all ways of ensuring the children's SMSC development.

Brampton works to ensure that all pupils within the school have a voice that is listened to, and understand how democracy works by actively promoting democratic processes through school council where members are voted for by the pupils. School council also provides pupils with the opportunity to learn how to argue and defend points of view and encourages respect for other people. As a result of participating in class councils and the school council, the children will have an understanding of how citizens can influence decision-making through the democratic process.

The Election Process

It is important to have a fair and transparent election process. Pupils should be given information on the role of the school council and what it means to be a school councillor so that they have a clear idea of what is expected. Pupils should be nominated by a peer and then give a short presentation explaining what they would make a good councillor. There should be a democratic election for councillors, by secret ballot.

During class council meetings in the last half term of the summer term, nominations and elections will be held in each class. See the appendices for details, including the information given out to the pupils and to teachers and the voting slips to be used in class

It is important that the children understand that the school council representative is chosen by the class and not by the teacher and that the outcome should be respected by the whole class. See training materials.

Responsibilities of the school council

<p>Short-term</p>	<ul style="list-style-type: none"> - To understand and follow the school council ground rules. - To attend weekly school council meetings, contribute, take notes, report back to class and maintain a presentable folder of records of meetings. - Contribute to the agenda each week by suggesting school council projects. - To facilitate the fortnightly class council meetings. - Be able to listen to different points of view and share the consensus of the class rather than any contradicting personal views. - Wear the school council badge everyday so that others know who the school council representative is. - Collect information weekly regarding Walking on Wednesday and school uniform.
<p>Medium-term</p>	<ul style="list-style-type: none"> - To meet regularly with the head teacher and the chair of governors. - Help to plan and/or deliver assemblies about issues that school council have raised. - To represent the school at local or national meetings and events. - Help to write articles, newsletters and other contributions to the school bulletin, the website and other media. - To contribute to the school council display boards. - Contribute towards staff recruitment by meeting with potential school leaders. - Take part in learning walks around the school to provide a snapshot of the school from a child's point of view.
<p>Long-term</p>	<ul style="list-style-type: none"> - To be a positive role-model for the other children in the school whilst being a school councillor and afterwards. - To support the school in our goal to build personal success for everyone. - Develop active life skills that can be used with other people and in other settings. - Evaluate and celebrate the achievements of the school council. - Contribute to school priorities such as anti-bullying, healthy schools, the school travel plan, the promotion of reading etc.

Running of a school council meeting

The children in the school council meet every week. The school council will discuss their day-to-day responsibilities such as collecting in the Walk on Wednesday data, their class's contributions in class council and other feedback regarding assemblies and collective worship and the school council's projects/ special events. A register of attendance will be taken and any absence will be monitored to ensure that each class is being represented regularly. The day and timings can be found on the agenda (see appendices).

Facilitating Class Councils

Each KS2 school council representative is expected to facilitate the weekly class council discussions. The plans for the meeting are discussed in school council and then added to the assembly planners (see appendices for an example). These sessions can also be supported by the class teacher where appropriate (for example, in KS1). The school council representative will talk through the question and the rationale behind it and then listen to, and make notes on, the responses from the resulting class discussion. The school council representative can award a sticker to any children who are making a positive contribution, listening well to the ideas and opinions of others or who are being creative in their plans for how to improve the school.

Special Projects and Events

Occasionally, the school council will be asked to contribute ideas when the school is organising special events (for example ideas around fundraising, promoting the summer reading challenge etc.); they will be asked to take part in activities run by outside agencies for the school (for example litter picking with Clean Up UK) and they will be asked to represent the school on educational visits or for the local media (e.g. during a visit to the Houses of Parliament or talking about raising money for a local charity).

During these times, the school council is expected to demonstrate a high level of engagement and commitment to the project/event and communicate the benefits of the project to the other children in their class and to others in their community.

Inclusion

All of the children at Brampton can be put forward to be a school council member and every child is involved with class councils and therefore has an opportunity for their pupil voice to be heard.

Time Allocation

School council meets every Thursday at lunchtime. KS1 meet from midday-12.30pm and KS2 meet from 12.45pm-1.15pm.

Class councils are held weekly during in-class assembly times.

Monitoring and Evaluation

At the beginning of the academic year, a school council action plan is written. Each half term, the school council reflects on the work they have completed over the half term and on their achievements and the action plan is updated. They look ahead to the next half term and set priorities for what they would like to work on next.

At the end of the academic year, the school council are invited to a celebration event with the governors so that they can be rewarded for their commitment and work in the school. They also receive a certificate at the end of year achievement assemblies.

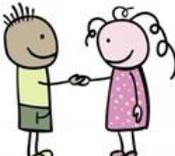
Appendices

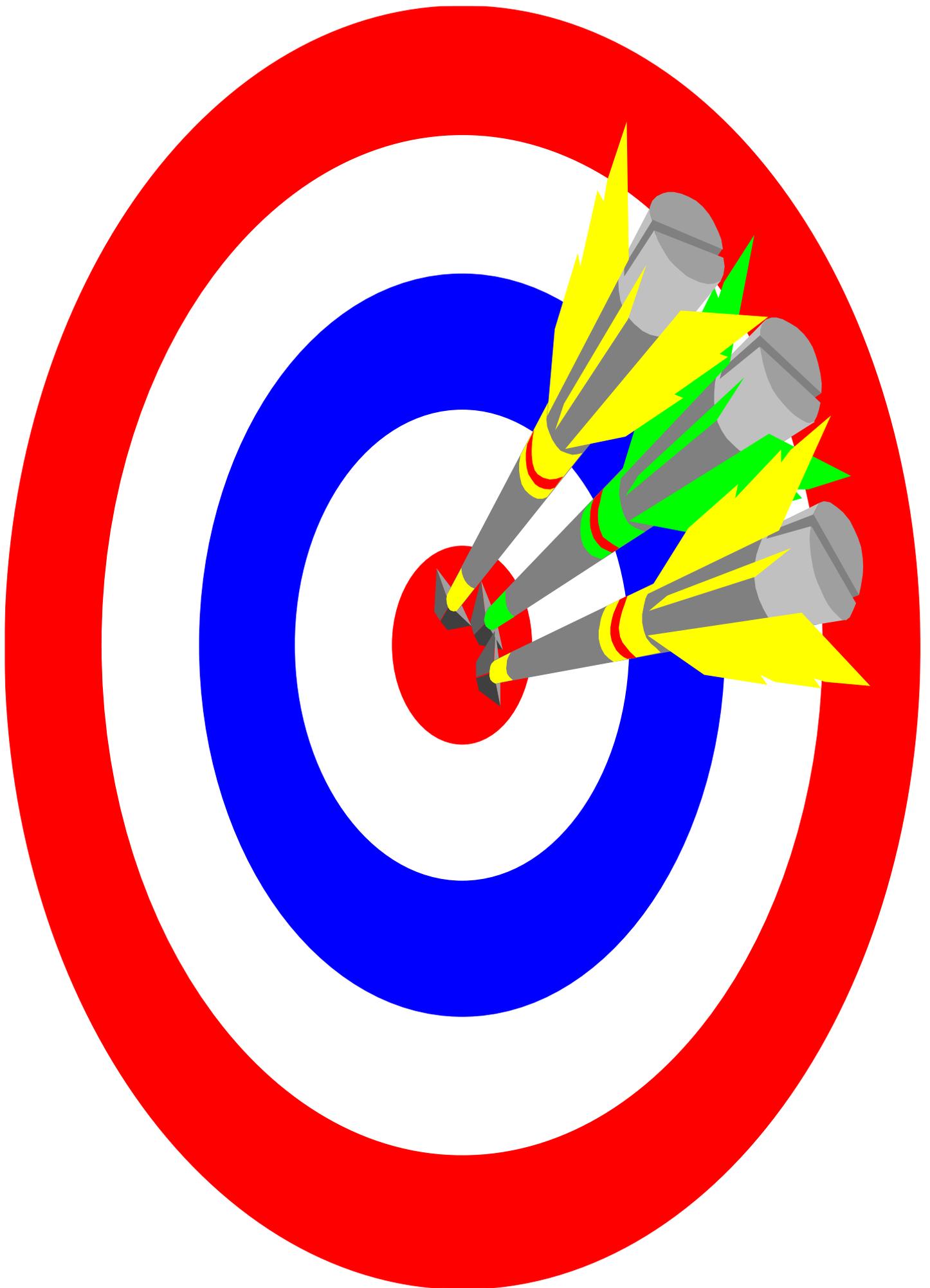
- 1) Training materials for class elections.
- 2) The election process.
- 3) Voting slip.
- 4) Examples of class council planners.
- 5) Example of a KS1 school council agenda and children's recording sheet.
- 6) Example of a KS2 school council agenda and children's recording sheet.
- 7) Letter from the Chair of Governors re: celebration event.

Appendix 1: Training materials for preparing classes for the election.

- 1) Use the dart board activity (Why do we have a School Council?) to talk to the children about the importance of having a school council, emphasising the responsibilities that come with being the representative (see pages 8-11 below).
- 2) Use the diamond 9 activity to help the children understand what make a good school councillor and aid them in thinking about who should be nominated.

Diamond 9 – What Makes a Good School Councillor?

 <p>Good listener</p>	 <p>Trustworthy and honest</p>	 <p>Want to help</p>
 <p>Clear and confident speaker</p>	 <p>Reliable and organised</p>	 <p>Confident and assertive during discussions</p>
 <p>Able to work as a part of a team</p>	 <p>A good role model in and out of class</p>	 <p>Approachable</p>



Explanation for teachers

To ensure everyone in our school works together to make it a safe and happy place for all.

To make sure that children have a place to voice their concerns.

To encourage all children in the school to suggest improvements.

To make sure any suggestions or concerns are listened to and acted upon.

To involve students in helping to create and implement school policies and procedures that will benefit everyone in the school community.

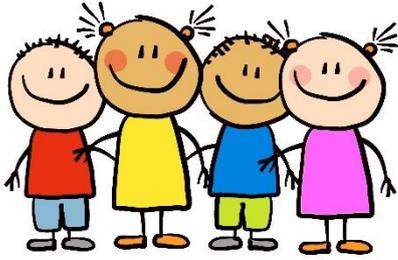
To work with the senior leaders of the school, the governors and the community to ensure that the children's opinions on matters, which affect the school community, are heard and considered.

Develop creative ways to involve parents in the school.

Develop ways of encouraging outside groups and agencies to be involved in the school.

To prepare pupils for life in modern Britain by showing them how to be good and active citizens of their communities.

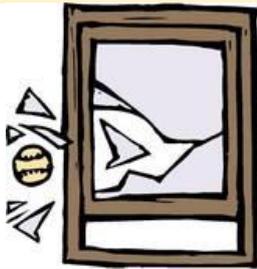
Be safe and happy.



Tell our worries.



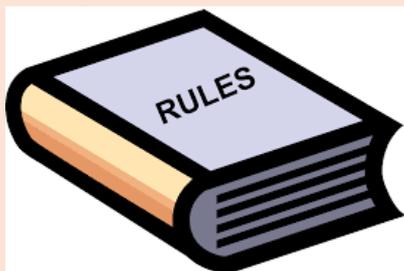
Say what could be better.



Make things better.



Make the rules.



Talk to Mr Reid.



Get parents to help.



Outside special projects.



To be good citizens.



Resources for KS1

Resources for KS2

To make school a safe and happy place for all.

Talk about concerns.

To suggest improvements.

To make changes.

To help make the rules.

Meet with the head teacher.

Encourage parents to get involved and help the school.

Invite other people into school (local MP, recycling projects etc.).

Practise being good citizens.

Appendix 2: The Election Process

Week 1 class council session instructions and reflection (held during in-class collective worship session and spread over two weeks if needed):

Instructions:

It is that time of year again when we have to start thinking about who our school council representatives are going to be next year. Ask the current representatives to talk through what is expected of them, what their roles and responsibilities are and what they have had to give up by being the class school council representative.

Complete the dartboard activity – Why do we have a School Council?

Explain the rules to the children and talk about how the process will work, e.g. it is democratic and not the choice of the teacher; the representative can be a boy or a girl; they can be someone who has already represented the class and each child in the class gets a vote. Ask the children to think about who they would like to nominate to stand for school councillor. Complete the Diamond 9 activity – What makes a good school councillor?

When children have been nominated, ask if they would like to accept the nomination. Then explain that they will be expected to make a poster describing why they should be the class school council representative and that they will give a speech to the rest of the class about why they should be chosen. On your class council sheet, make a list of all the children who want to be considered for school council rep from your class.

Reflection:

Representing your class is an important job with lots of responsibility. Your behaviour and attitude should be impeccable and you should always set a good example to the other children in your class. Your attitude towards school and learning should be positive and you should also be assertive at putting forward your ideas and opinions. You should be good at problem-solving and at seeing potential solutions to problems. You should be prepared to work hard and give up your time to be the school council rep.

If you pray, ask that your class will make a good decision about who they choose to be the school council rep for your class. Otherwise, spend some time thinking about who would be best to vote for in your class.

Week 2 class council session instructions and reflection (held during in-class collective worship session):

Instructions:

Ensure that all of the children who have been put forward for the position of school councillor have had the opportunity to put forward their argument for why they should be chosen and then explain how the voting system works. Explain that we get one vote each and the person with the most votes will be the representative. They will be only one representative. Write their full name on the sheet below. Remind the children that being a school council representative is a very responsible position and so they need to think carefully about who would be the best person for the job.

Reflection:

All of us have a responsibility to accept the democratic decision for the class representative and to support them in everything they have to do next year. Personally, we all have a responsibility to do our best in school and to represent the school in a positive way. Spend some time thinking about how you can make the staff of the school proud of you. If you pray, you can ask for guidance and support in being the best that you can be.

Appendix 4 Examples of Clas Council Planners

From Year 1 and Year 2

<p>WEDNESDAY</p> <p>Class Council <i>In class</i> Class Teacher</p>	<p>Ask the children to reflect on the behaviour assembly. Do they have any follow-up questions or queries?</p> <p>The first school council meeting of the year takes place tomorrow. What feedback about behaviour would the class like school council to discuss at this meeting?</p> <p>Ask your school council rep to take notes to bring to the meeting. Year 1 – if your class does not have a representative yet, then elect one today (see attached notes).</p>	<p>Ask the children to reflect on how each of them has a responsibility to follow the rules to ensure the safety of others and to ensure that everyone gets an equal opportunity to learn. Link this to what the children have learnt in the past about human rights and British Values. Allow them quiet time to reflect on what they have discussed. If the children would like to pray, they could say a prayer asking for help in choosing the right thing to do and the courage to make amends when they make mistakes.</p>
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From Year 3 and Year 4

<p>TUESDAY</p> <p>Class Council Class Teacher and/or School Council Rep</p>	<p>Today's question is about the climbing frame. Talk to the children about how they feel about being back together in the playground. Explain that at the moment, there is no rota for the climbing frame – whoever wants to go on can go on. Some children have said that they feel that they are not getting a turn as it can get too busy. Have a discussion around the pros and cons of having a rota and then have a class vote to answer the question: Should we have a rota for the climbing frame?</p>	<p>Link today's activity to the Fundamental British Value of Democracy. Give a brief description of what this means. Talk about why being able to have a say is important.</p> <p>Ask the children to reflect on the importance of being able to have an opinion and about their ability to communicate their own opinion. Ask them to reflect on what else they would like to give their opinion on and encourage them to communicate these to their school council rep.</p>
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From Year 5 and Year 6

<p>TUESDAY</p> <p>Class Council Class Teacher and/or School Council Rep</p>	<p>This week, the school council would like the class to think about the importance of belonging – linked to our PSHE theme this half term of 'Being Me in My World'. Talk about what belonging means to your class and then answer the question:</p> <p><i>How can we help everyone at our school feel like they belong?</i></p> <p>Ask your school council rep to take notes to bring to the meeting.</p>	<p>Ask the children to reflect on how each of them has a responsibility to help everyone at our school feel that they belong and that they are an important member of our school. Link this to what the children have learnt in the past about human rights and British Values. Allow them quiet time to reflect on what they have discussed. If the children would like to pray, they could say a prayer asking for help in making this school a place where everyone feels welcome and a part of the school.</p>
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Appendix 5 Example of a KS1 School Council agenda and children's recording sheet

AGENDA		
Meeting of school council		
Venue: Belgium Classroom		
Date: Thursday		
Time: Midday		
Register		
Year 1	Year 2	Visitors
England Ireland Scotland Wales	Belgium Italy Poland Spain	
<p>1) Team Building Activity</p> <p>Minutes of previous meeting:</p> <p>2) Attendance, School Uniform + WoW numbers 100% attendance: 99% attendance: 98% attendance: 97% attendance: 96% attendance: 8 classes achieved 96% or above attendance Well done to these classes who had every person walking to school: Well done to these classes who had everyone in the correct school uniform:</p> <p>3) Link to this week's assemblies/class council</p> <p>4) School Council Project</p> <p>Any other business:</p>		

My notes from today's meeting...		
Name:	Class:	Date:
Did you enjoy the activity today?		
Attendance		
Walk on Wednesday		
Correct uniform		
PSHE Read Aloud class assembly		
Class council		
Our special project:		
Main points to talk to your class about:		
Anything else you would like to say?		
Date of the next meeting: Thursday		

Appendix 7 Letter from Chair of Governors



Building Personal Success



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Mr K Reid
Headteacher
B.Ed. (Hons), NPOH

Dear

Re: Brampton Primary Governing Body Thank You Reception for Brampton School Council – DATE

I write on behalf of the Brampton Governing Body to invite you to a joint meeting and reception with us on DATE from TIME in the school's LRC area.

The Governors are very keen to meet with you and your colleagues to:

- i. Discuss how the Governing Body and School Council can work together in the future.
- ii. Thank you for all your hard work on behalf of the school throughout the current school year.

The short meeting will be followed by a buffet and an opportunity to meet Governors informally.

The event will finish at TIME and you should arrange for your parent(s) or another adult to collect you.

I hope very much that you will be able to join us on DATE and look forward to meeting you again then.

Yours Sincerely

Yolanda Musinguzi
Chair of Governors
Brampton Primary School