School Captains Policy and Procedures

Rationale

The school is represented on a daily basis by the elected school leaders therefore it is important to ensure that the students selected for this role are of a high standard and that they are an appropriate role model for all students.

- To provide opportunities for senior students to develop leadership skills.
- To outline the selection criteria for nominations.
- To state the criteria for retention of position once elected.
- To outline the procedures for nominations and voting.

Policy Outline

Two school captains (1 boy and 1 girl) and two vice captains (1 boy and 1 girl) will be elected, unless student numbers or eligibility of candidates dictate otherwise. Students in Year 5 will be eligible for nomination provided they meet the following selection criteria. The school will provide captains with equal opportunities to act as school ambassadors.

School captains will receive a badge of office to be worn each day.

The principal will revoke a school captain’s position if the Retention Criteria is not followed.

Nominations

Students are to self-nominate during the agreed time frame each year. This will be from Week 5-6, Term 4. The Principal will check candidate’s eligibility against the criteria and ineligible students will be eliminated.

Students will be ineligible if:

- they have been on a Behaviour Action Plan (BAP) in the year of nomination.
- they have been on more than two Monitoring Cards in the previous 2 terms to nomination.
- they have been given a Warning of Suspension or a Suspension in the year of nomination.

Selection Criteria for Nominations

Students will be eligible for nomination if:

- They respect themselves and others including school property as well as completing all school work to the best of their ability.
- They act and speak honestly as well as politely towards their peers, school staff and community members.
- They engage in safe, friendly play and co-operate by working with other students.
- They show consideration to others feelings and differences.
- They use commonsense and think about their actions.
- They wear their school uniform with pride and participate in all relevant school activities to their best ability.
- They are willing to speak in public, address an audience, etc.
- They participate actively in school activities.
- They are positive role models at all times.
Speeches
Once a student is successful with their nomination, they are required to make a 2-3 minute speech to their peers at a whole school assembly in Week 8, Term 4. Speeches are to be written at home.

The speech must include:
• Why they want to be a captain.
• The personal qualities expected of a captain and how they have demonstrated these qualities.
• The responsibilities expected of a captain.
• Leadership and representative roles (zone sports, debating, etc.) undertaken.

Students may include additional material.
Speeches should be no longer than three minutes in length.

Voting
The voting process will proceed as follows:
• Eligible voters include; all Kindergarten to Year 5 students, successful nominees and all teaching staff.
• Eligible voters will each vote for one boy and one girl candidate.
• Voting will be conducted immediately after final speeches are made at an assembly.
• The Principal will be responsible for organising the secret ballot paper, Term 4 Week 7, as well as conducting the voting and counting the votes, Term 4 Week 8.
• The School Captain will be the candidate who receives the highest number of votes and the School Vice-Captain will be the candidate who receives the next highest number of votes.
• Results of the voting will be announced at the Annual Presentation Day Assembly.

Retention Criteria for School Captains
Darlington Point Public School expects its captains to behave in a courteous manner, engage in safe play, complete work to the best of their ability, wear full school uniform and participate in school events. The school will revoke a captain’s position if they:
• Receive more than 2 monitoring cards or be placed on a Behaviour Action Plan.
• Receive a warning for suspension or are suspended for inappropriate classroom or playground behaviour.
• Do not attend school on a regular basis.

If a school captain’s position is revoked, the boy or girl next in line (based on number of votes) will step into the position.

Roles of School Captains
• Greet visitors and guests to the school.
• Run, or assist with assemblies as well as, special days/events including ANZAC day and Presentation Day.
• Help at Kindergarten Transition, if needed.
• Represent Darlington Point Public School at out of school and inter school activities and events.
• Other duties as negotiated.

Evaluation
• This policy will be reviewed as part of a three-year review cycle.

Communication
• This policy was reviewed by Principal and staff on ________________
• This policy was ratified by the P&C on ________________