

## **STUDENT COUNCIL CONSTITUTION**

*Education to understand the world and change it for the better*

The Governors of the school acknowledge the valuable contribution that students can make to the effectiveness of the running of the school. They consider the students meaningful involvement in the operation of the school to be a valuable part of their education process. A financial grant is made available to the Student Council by the school in September each year to help cover its expenses.

### **The Aim of the Student Council**

The aim of the Student Council is to work in partnership with the Governors, staff and parents for the benefit of the whole school community. The Student Council seeks to build a relationship based on mutual respect and trust with all in the school and supports the staff, management and parents in their efforts to create and maintain an environment conducive to educational and personal development. As part of the process, the Student Council seeks to provide a line of communication between students, management, staff and parents.

### **Membership**

All students attending our school are deemed to be eligible to be members of the Student Council.

### **The Work of the Student Council**

The Student Council will undertake a programme of activities, which will support the school. In planning activities the Student Council will consult with the Headteacher or relevant members of the Senior Leadership Team.

### **Student Council Officers**

The Student Council will appoint a Chairperson and a Deputy Chairperson, Secretary, a Treasurer, an Events Coordinator, a Media Manager and two Public Relations Officers. Each officer will normally hold office for one year from the date of election.

### **Sub-Committees**

The student council reserves the right to form subcommittees. A subcommittee will consist of where possible at least 5 members with at least two members from junior cycle and two members from senior cycle. The planned activities of a subcommittee will be approved at a

general Student Council meeting. The sub-committee will be invited to report regularly on its progress at Student Council meetings. The Student Council will be supported by Form Ambassadors for Anti-Racism, Gender Equality, Mental health & Wellbeing, LGBTQ+ and SEND. The Ambassadors will be responsible for promoting engagement in student council, to feedback to Student Council about key issues and to suggest key areas for development.

### **Finance and Fundraising**

When dealing with matters relating to monies raised or any budget allocated to the council, the Business Director will be consulted. The Student Council Treasurer will keep an up-to-date and accurate account of all money raised or spent by the council and will provide a report to the council at the last council meeting of the year. The Student Council will consult and co-operate with the management when planning fund raising activities.

### **Meetings and Decision-Making**

The Student Council will meet at least three times per half term during the academic year. Meetings can also be called by the chairperson or by three or more members of the council as often as is necessary. All council members must be given at least one week's notice of a meeting.

The quorum of a workable meeting shall be six council members. When making a decision any member of the council may call for a vote to be held and when the votes are divided evenly, the Chairperson has the casting vote.

Meetings are pre-decided day and time to suit Student Council and Liaison Teacher.

Voting of officers happens at the first meeting of the autumn term, elected by members. Officers are not specific to senior students however, the Chairperson must be a senior officer.

All issues discussed must be treated with discretion and confidentiality.

Student Council will decide a fortnightly question to pose to tutor groups, and this will be delivered using Smart Council.

### **Liaison Teacher**

- Attends Student Council meeting.
- Acts as a link between staff members and the council.
- Has a voice but not a vote.
- Is a source of information.
- Can take notes to complement the secretary's minutes.

- To be a support to the council when needed and to be active when called upon.
- To inform all members of relevant information (training etc.).
- To put student council issues / activities on the agenda for staff meetings.
- In the event of difficulties with the Student Council and Liaison Teacher the Headteacher is to be contacted.

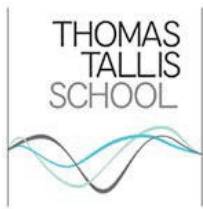
### **Removing Members of the Council and Filling Vacancies**

The Student Council has the right to remove a member if that member fails to attend three consecutive meeting without a valid reason or is not committed to the work or the aims of the student council. The member must be given at least one weeks' notice of the proposal and must be allowed to address the council in their defence. Where a member is to be removed a vote must be taken and at least two thirds of the council must be present.

### **Amendments to the Constitution**

A vote must be held regarding any amendments to this constitution. Proposed amendments must be circulated to all members of the council at least one week in advance of the vote. At least two thirds of the council must be present for the vote. Any proposed amendments to the constitution must be discussed in advance with the Governors. All amendments to the constitution must be approved by a two-thirds majority of members present at the meeting.

Abbie Cook  
Acting Director of Guidance



## STUDENT COUNCIL MEMBER'S CONTRACT

- I am willing to undertake the following duties as a member of the Student Council in our school:
- To attend every meeting that is held unless I am absent from school, ill or engaged in another school activity.
- To inform the students that I am representing about the issues dealt with or discussed by the - Student Council.
- To represent my classmates responsibly and bring issues raised by the students to the attention of the council.
- To fulfil any position or carry out any task that I may be elected by the council to do.
- To behave with courtesy at all times at meetings and when going about Student Council business.
- I understand that if I miss 3 meetings in succession or 5 meetings in total during the year without a valid excuse that I may be asked to leave the Student Council.

### Student

Signed: .....

Date: .....

### Liaison Teacher

Signed: .....

Date: .....

### Head Teacher

Signed: .....

Date: .....