

Woolloowin State School



Student Leadership Workbook

School Motto:

Manners Maketh Man

All Year 5 students participate in the 'Young Leaders Program'. Students who successfully complete the program will be eligible to receive a Senior Leader's badge in recognition of their achievement, be expected to fulfil certain responsibilities during the course of their final years of Primary School and be eligible to nominate for School Captain, House Captain or Arts Captain.

Students who wish to be selected for the role of Senior Leader must use this application to demonstrate how they have applied our school values and rules and what they have learnt in the unit of work to positively affect their schooling. All applications must be completed to the best of a student's ability.

Name: _____

Introduction

At Woolloowin S.S. we encourage the development of student leadership skills and provide opportunities for students to:

- be inspired, educated, empowered and connected as a leader in the WSS community.
- develop a sense of vision and purpose.
- accept and act in roles of responsibility with integrity and honesty and utilise decision making skills.
- be challenged to examine and maximise their leadership potential.
- communicate confidently in a variety of situations.
- work collaboratively with others to achieve individual and collective goals.
- be self-motivated and reflective learners.
- gain knowledge and understanding of ethical, service focussed leadership of others.
- set the stage for more active leadership learning opportunities within the school.

What Makes a Great Leader?

Students will be involved in much discussion about “What Makes a Great Leader”, based on four key leadership values, which complement each other and our school values about Respect.

- People: recognising the great worth of every human being.
- Integrity: always being true to your best self.
- Responsibility: showing initiative.
- Generosity

At Woolloowin S. S. we foster and develop leadership skills as an important focus of the school. Students are encouraged through programs such as:

- The Student Leadership Program.
- Student Council.
- Participation in the Student Council in school and community events.
- Participation in positions of responsibility such as being a library monitor, a band member, choir member, reading mentor or a member of a Readers Cup team or other team.

While there are student leaders that are specifically selected to represent WSS through this process, all Year 5 students are encouraged, and have the capacity, to be leaders in the

following year and there are many opportunities for them to develop leadership skills as active citizens of WSS.

A selection process will determine students who will assume specific leadership roles. Students may only hold one official leader position. Badges will be presented for the designated specific leadership roles as well as for the student councillor roles.

Student Leadership Positions

All Year 5 students will be eligible for any of the following positions. The best applicants will be short-listed, regardless of gender. This may mean there is not an even number of boys and girls.

School Captains (2)

School Vice Captains (2)

House Captains

- Kunara (2)
- Tarmaroo (2)
- Bunderra (2)

Arts Captains (2)

CODE OF BEHAVIOUR

Woolloowin State School is committed to developing a positive school culture, one in which students, parents and staff feel they are part of a safe and supportive school community.

Our school community has identified the following school rules to teach and promote our high standards of responsible behaviour:

- Respect Yourself
- Respect Others
- Respect Your School

A set of behavioural expectations in specific settings has been attached to each of our 3 school rules. The School-wide Expectations Teaching Matrix below outlines our agreed rules and specific behavioural expectations in all school settings.

SCHOOLWIDE EXPECTATIONS TEACHING MATRIX

	ALL AREAS	CLASSROOM	PLAYGROUND	STAIRS	TOILETS	PUDO/BIKE RACKS	POOL	TUCKSHOP	COMPUTER LAB	EXCURSION
Respect Yourself	<ul style="list-style-type: none"> ▪ Be on time; ▪ Be in the right place at the right time; ▪ Wear correct shoes and socks at all times. 	<ul style="list-style-type: none"> ▪ Walk; ▪ Be prepared; ▪ Complete set tasks; ▪ Take an active role in classroom activities; ▪ Keep work space tidy; ▪ Be an active/whole body listener. 	<ul style="list-style-type: none"> ▪ Be sun safe; wear a broad brimmed hat (NO HAT, NO PLAY); ▪ Be a problem solver; ▪ Use High 5; ▪ Stay away from out of bounds areas (yellow lines); ▪ Sit down to eat; ▪ Walk on hard surfaces. 	<ul style="list-style-type: none"> ▪ Rails are for hands; ▪ Walk one step at a time; 	<ul style="list-style-type: none"> ▪ Wash hands; ▪ Walk; ▪ Use toilets during breaks; ▪ Go to the toilet in pairs (buddy waits inside toilet area); 	<ul style="list-style-type: none"> ▪ Leave school promptly; ▪ Keep your belongings nearby. 	<ul style="list-style-type: none"> ▪ Enter the pool only with a teacher; ▪ Only dive from the diving blocks as instructed by your teacher; ▪ Walk at all times; ▪ Follow teacher directions. 	<ul style="list-style-type: none"> ▪ Choose 'green' menu items; ▪ Place orders before school. 	<ul style="list-style-type: none"> ▪ Follow teacher direction at all times; ▪ Save your work in correct area; ▪ Log computer off before leaving; ▪ Take all belongings from the lab; 	<ul style="list-style-type: none"> • Stay safe when walking. Listen and follow all teacher directions; • Wait for teacher direction to cross roads.
Respect Others	<ul style="list-style-type: none"> ▪ Respect others' personal space and property; ▪ Use polite language; ▪ Wait your turn; ▪ Keep hands, feet and objects to yourself; ▪ Ask permission to leave the classroom; ▪ Bags & belongings kept clear of walkways; ▪ Follow instructions straight away. 	<ul style="list-style-type: none"> ▪ Enter and exit room in an orderly manner; ▪ Be honest; ▪ Raise your hand to speak; ▪ Respect others' right to learn; ▪ Talk in turns. 	<ul style="list-style-type: none"> ▪ Participate in school approved games; ▪ Play fairly – take turns, invite others to join in and follow rules; ▪ Walk bikes and scooters in school grounds; ▪ Be at line up on time. Sit in 2 lines and quiet talking only. 	<ul style="list-style-type: none"> ▪ Move peacefully in single file; ▪ Keep to the left on stairs; ▪ Keep passage ways clear at all times; ▪ Walk quietly and orderly so that others are not disturbed; 	<ul style="list-style-type: none"> ▪ Respect privacy of others. 	<ul style="list-style-type: none"> ▪ Walk bike/scooter to the gate; ▪ Wait your turn; ▪ Respect others property. 	<ul style="list-style-type: none"> ▪ Line shoes up neatly; ▪ Get dressed quickly and quietly; ▪ Remove your clothes from the change room; ▪ Be aware and considerate of others in the pool; ▪ Keep pool gate closed at all times; ▪ Use the teacher change room only with teacher permission. 	<ul style="list-style-type: none"> ▪ Use manners; ▪ Line up quietly and sensibly in one line; ▪ Wait for play bell to make purchases; ▪ Class monitors collect orders before breaks. 	<ul style="list-style-type: none"> ▪ Line up quietly on left hand side; ▪ Leave computer settings as they are; ▪ Leave monitors switched on; ▪ Push chairs in before leaving; ▪ Computer lab monitors check room before leaving. 	<ul style="list-style-type: none"> ▪ Be polite and considerate of the general public; ▪ Keep all body parts inside the bus window; ▪ Remain seated in the bus. Keep feet on the floor.
Respect Your School	<ul style="list-style-type: none"> ▪ Use equipment appropriately; ▪ Care for equipment; ▪ Clean up after yourself; ▪ Wear your full school uniform. 	<ul style="list-style-type: none"> ▪ Care for class equipment. 	<ul style="list-style-type: none"> ▪ Care for the environment; ▪ Return equipment to appropriate place at the bell; ▪ Place rubbish in the bin; ▪ Put your lunch box in class tub; ▪ Permission must be given to access verandas / classrooms. 		<ul style="list-style-type: none"> ▪ Toilets are to be used in the manner for which they were designed. ▪ Report any mess or damage ▪ No climbing on toilets ▪ Cubicle to be left tidy 		<ul style="list-style-type: none"> ▪ All food to be left outside the pool area; ▪ Use pool equipment appropriately. 		<ul style="list-style-type: none"> ▪ Students must be supervised; ▪ Food and drinks are not permitted; ▪ Place headphones over the hard drive when not in use; ▪ Use the equipment for the purpose it was designed. 	<ul style="list-style-type: none"> ▪ Wear a neat and clean full school uniform; ▪ Behave in a manner that represents your school in a positive way.

Woolloowin State School Values:

At Woolloowin State School all students have clearly defined rights and responsibilities. As future leaders at Woolloowin State School, students are expected to model these values.

Our values are:

Respect

We show respect to each other, to our school and to ourselves.

Honesty

We act with honesty in all of our interactions.

Participation

We value learning and we take part in all opportunities provided to us to the best of our ability.

Resilience

We support each other and work to 'bounce back' when things get difficult.

Co-operation

We work together to get the job done.

ALL STUDENT LEADERS ARE TO:

- have a clear knowledge of the school Responsible Behaviour Program 'Code of Behaviour'.
- follow and promote the school RBP 'Code of Behaviour'.
- set a good example and encourage fellow students to do the right thing.
- be friendly and helpful to all fellow students.
- be good listeners and speakers.
- be good ambassadors for the school.
- assist and volunteer at school functions/events.
- wear the correct school uniform as described in the Woolloowin State School Dress Code. Uniforms should be in a presentable and respectable condition.

SCHOOL CAPTAINS AND VICE CAPTAINS ARE TO:

- represent the student body at school gatherings/events.
- be active members of the student council
- assist in facilitating meetings.
- action the plans of the meeting.
- speak on parade about certain issues using self-written speeches
- meet with the Principal to discuss concerns and issues.
- support each other and work as a leadership team.
- be good ambassadors for the school by;
 - attending school functions.
 - speaking on behalf of students.
 - welcoming visitors to the school.

SPORTS HOUSE CAPTAINS ARE TO:

- promote sports activities in the school.
- demonstrate exemplary sportsmanship qualities.
- help organise sporting events;
 - Athletics carnival
 - Swimming carnival
 - Intra-school sports activities.
 - Cross Country events
- meet with staff to discuss concerns and issues.
- assist staff with organisation.
- encourage participation by all others in sporting activities.
- collate and present school sports reports on assembly **using self-written speeches**

ARTS CAPTAINS ARE TO:

- enthusiastically participate in the Arts program.
- promote arts activities in the school.
- help staff to organise and run arts events.
- meet with staff to discuss concerns and issues regarding their area of responsibility.
- report back to school community on parade **using self-written speeches**
- encourage student participation in arts activities.

SELECTION OF STUDENT LEADERS (School Captain and Vice Captain)

Stage 1

Selection is based on data collected on applicants through:

1. Participation in and successful completion of the Senior Leader's Accreditation program.
2. Consideration of school behaviour record.
3. Resume and written responses to Selection Criteria.
4. Comments supplied by two adult referees from the Woolloowin S.S. community, at least one being a Woolloowin S.S. staff member, but not the Principal or current class teacher. Family members cannot be referees.

Stage 2

5. Short listing for interview by panel consisting of representatives from Staff, P&C (must not be the parent of an eligible student) and Administration.
6. Interview by panel to confirm and finalise candidates for ballot.

Stage 3

7. Chosen candidates present speeches to Years 3-6 Assembly followed by:
 - a. Ballot by students (Years 3-6)

b. Ballot by staff

Student leaders will be announced towards the end of Term 4 and will be officially invested to the position at a special parade in Term 1 of their year of office.

SELECTION OF HOUSE AND ARTS CAPTAINS

Stage 1

Selection is based on data collected on applicants through:

1. Participation in and successful completion of the Senior Leader's Accreditation program.
2. Consideration of school behaviour record.
3. Resume and written responses to Selection Criteria.
4. Comments supplied by two adult referees from the Woolloowin S.S. community (at least one being a Woolloowin S.S. staff member. Family members cannot be referees.)

Stage 2

5. Short listing by panel consisting of representatives from Staff, P&C and Administration.

Stage 3

6. Chosen House and Arts candidates present speeches at Years 3-6 Assembly.
7. Ballot by students (Years 3-6)
8. Ballot by staff.

RESUME

Name: _____

Age: _____

Class: _____

Positions Nominating for (you may nominate for more than one):

School Captain Sports Captain

Arts Captain

School Achievements/Participation

Interests and Hobbies

Personal Presentation

I always wear my uniform with pride.

Attendance at School

I am punctual and ready for school each day.

Woolloowin State School Values

I model the Woolloowin S.S. Values

3. **Have a go:** *When I overcome my fears it will be easier next time.*

How have you demonstrated confidence and resilience to overcome fears and difficult situations?

4. **Think Team:** *Others will help when I lead.*

How have you demonstrated an ability to work with all members of the school and community team (e.g. Principal, teachers, parents, administration staff and students)?

5. **Show the way:** *I need to be the friend I want others to be.*

How have you been a positive role model to influence others positively? How am I not readily influenced by negative peer pressure? How do I actively discourage bullying?

Referees

(One referee must be a staff member, but both of your referees may be staff members. One referee may be from the wider community such as a sporting coach, a Scout leader etc. Referees may not be related to the applicant.)

Referee 1:

Name: _____ Contact Number: _____

Signed: _____ Date: _____

Referee 2:

Name: _____ Contact Number: _____

Signed: _____ Date: _____

Student's Signature: _____ **Date:** _____

Full support is given for my child's application to be considered for a leadership role.

Parent/Carer Signature: _____ **Date:** _____

Date submitted: _____ **Administrator's Signature:** _____