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# Lanesend Primary School

## Pupil Council Policy Statutory Policy

**Signed:** ..... **Date:**  
(Headteacher)

**Signed:** ..... **Date:**  
(Chair of Governors)

**Review Date:** September 2019 (Yearly)

**Reviewed By:** Pupil Council, Deputy Head Teacher and  
Child-Centred Group

## Lanesend Primary Pupil Council Policy

Through implementing a pupil council we aim to encourage our children to:

- Develop confidence and responsibility and make the most of their abilities.
- Prepare them to play an active role as citizens.
- Develop healthy, safer lifestyles.
- Develop good relationships and respect the differences between people.
- Have a “voice” and to share their opinions and ideas with others.

### Our Pupil Council aims to ensure our children have:

- A safe, happy, but fair learning environment.
- A forum to voice their concerns and act upon them.
- A structured opportunity to learn problem-solving skills.
- An opportunity to take an active role in the organisation of the school.
- An opportunity to experience a democratic process.

### Our Pupil Council should encourage pupils to develop:

- A sense of ownership over policy and practice.
- A consensus over school issues such as behaviour.
- The responsibility towards the school community and environment.

### Our Pupil Council should give pupils experience of:

- Planning, organising and monitoring small projects.
- Speaking and listening skills.
- Debating skills.
- Mediation and negotiating skills.
- Basic budgeting and managing money.

**Our pupil council aims to prepare our pupils for citizenship by teaching them about roles, rights and responsibilities within the school system.**

### Key Contact Personnel in Pupil Council

Mrs Caroline Sice - Headteacher

Mr David Cooper - Deputy Head/ Pupil Council Coordinator

Miss Louisa Burt - Pupil Council Secretary

Karen Herbert Duff - Chair of Teaching and Learning Committee

What is our pupil council for?

- The pupil council is about:

- Learning to work together
- Learning to give everyone a voice
- Learning how to play a positive role in our community
- Learning to develop healthy, safer lifestyles
- Creating a safe, happy but fair learning environment
- The pupil council's job is to involve everyone, not do everything. It needs to get everyone:
  - Finding things they want to change
  - Coming up with ways to make them better
  - Putting those ideas in to action
  - Seeing what works (evaluating)

### The Constitution of the Pupil Council

- Each class will elect a student and a deputy to be their representative.
- Class elections will be held every year so that different representatives can put forward their election speeches as well as developing the full potential of the pupil council to complete tasks
- The Pupil Council will be made up of a representative from each class from Reception to Year 6
- Extra members can be co-opted if the elected membership does not reflect the pupil community, for instance, the ethnic groups within the pupil or pupils with special needs or disabilities.
- The Head of Houses are co-opted members of the council but are not allowed to take on the roles of chair or vice chair.
- The Pupil Council will meet every two weeks.
- The Pupil Council will elect a chairperson and vice chairperson
- The Chair, the Vice-Chair and Deputy Headteacher are responsible for running meetings, giving everyone an equal chance to have their say, and making sure the Council comes up with practical solutions to problems.
- The school will provide a secretary who will take minutes of the Pupil Council meetings. These will be kept in a book and distributed to classes once they are typed up to reflect the meeting/decisions made.
- Conduct of pupil council members should be exemplary.
- The Link Teacher is **Mr Cooper**

### Link between the Pupil and Class Councils

- Each class will operate a class council in which issues are discussed associated with their class. If however an issue does occur which they feel needs to be forwarded to the Pupil Council then the issue will be presented to the Pupil Council through the class representative.
- Feedback will be provided from each Pupil Council Meeting through minutes from the meetings available on the Pupil Council noticeboard and through feedback direct to the class council from its representative

## **Running the Pupil Council Meetings:**

The Pupil Council should vote for a chair. This is the person who makes sure everyone gets a turn to speak and encourages all members to contribute. An agenda is to be organised by the pupil council chair elected at the first meeting every year. Minutes and action points will be recorded by Miss Burt. The Pupil Council will manage their own budget and organise appropriate fund raising events to support the budget.

At the end of the Pupil Council meetings, everyone needs to know what they have to do next. The chair needs to make sure members know what to do and what they have to say to their class.

## **Responsibilities of Pupil Councilors:**

- Class representatives will report back to their class after every Pupil Council meeting.
- A Class Council meeting will be held every week or form part of circle time.
- Class representatives will take issues brought up by their class to the Pupil Council. They should put across the views of the class, not their own opinions.
- If a representative misses Pupil Council meetings three times without a good reason, the class can choose to elect a new representative.
- Pupil council members will always be positive. *“no-one should cry at a pupil council meeting!” Cameron Age 5 reception pupil council member.*

## **Equality of Opportunity**

The school's equal opportunities policy should be implemented with regard to the Pupil Council. All children of all ages must have access to the Pupil Council and every effort must be made to ensure activities engage both girls and boys.

On visits to the locality or to distant locality all children should have the opportunity to participate.

## **What Do We Expect Mr Cooper and Mrs Sice to Do?**

- Make sure meetings happen when they are supposed to
- Support us to run meetings
- Answer any action points by the next meeting where possible
- If they say 'no' to anything they will explain why