



Outwoods Primary School

Written: April 2009

Ratified: April 2014

Review Date: November 2017

School Council Constitution

Objectives

- To give pupils the opportunity to be involved in improving school life for everyone
- For pupils to work as partners with staff, developing a caring school community
- To provide all pupils with opportunities to develop skills that will be important throughout their lives
- To involve pupils in solving problems and resolving conflicts

The School Council

- Each class will elect a pupil member to be their representative
- The school council will be made up of one representative from each class
- Extra members can be co-opted if the elected membership does not reflect the school community; for instance, the ethnic groups within the school or pupils with special needs or disabilities
- The school council will meet every two weeks
- The school council will elect an executive committee to serve for the school year
- The executive committee will consist of a chairperson, vice-chairperson and secretary
- The secretary will take minutes of the school council meetings. These will be distributed to classes, the staffroom and the Headteacher to make sure everyone knows about the activities of the council

Responsibilities of the Executive Committee

- The executive committee is responsible for managing the activities of the council, for instance, planning meetings, talking with the link teacher
- The executive committee should make sure that any issues dealt with by the school council and by class councils are within the guidelines that have been agreed
- The chairperson and the vice-chairperson 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

Responsibilities of Pupil Councillors

- Class representatives will report back to their class after every school council meeting
- A class council meeting will be held every two weeks
- Class representatives will take issues brought up by their class to the school council. They should put across the views of their class, not their own opinions
- If a representative misses school council meetings three times without a good reason, the class can choose to elect a new representative
- When an issue arises that affects the whole school, class councils will be held by Mrs J Hunt or Mrs M Albutt during PPA time, following liaison between the link teachers, Mrs Hunt and Mrs Albutt