

**So you
want to
be a
School
Leader....**

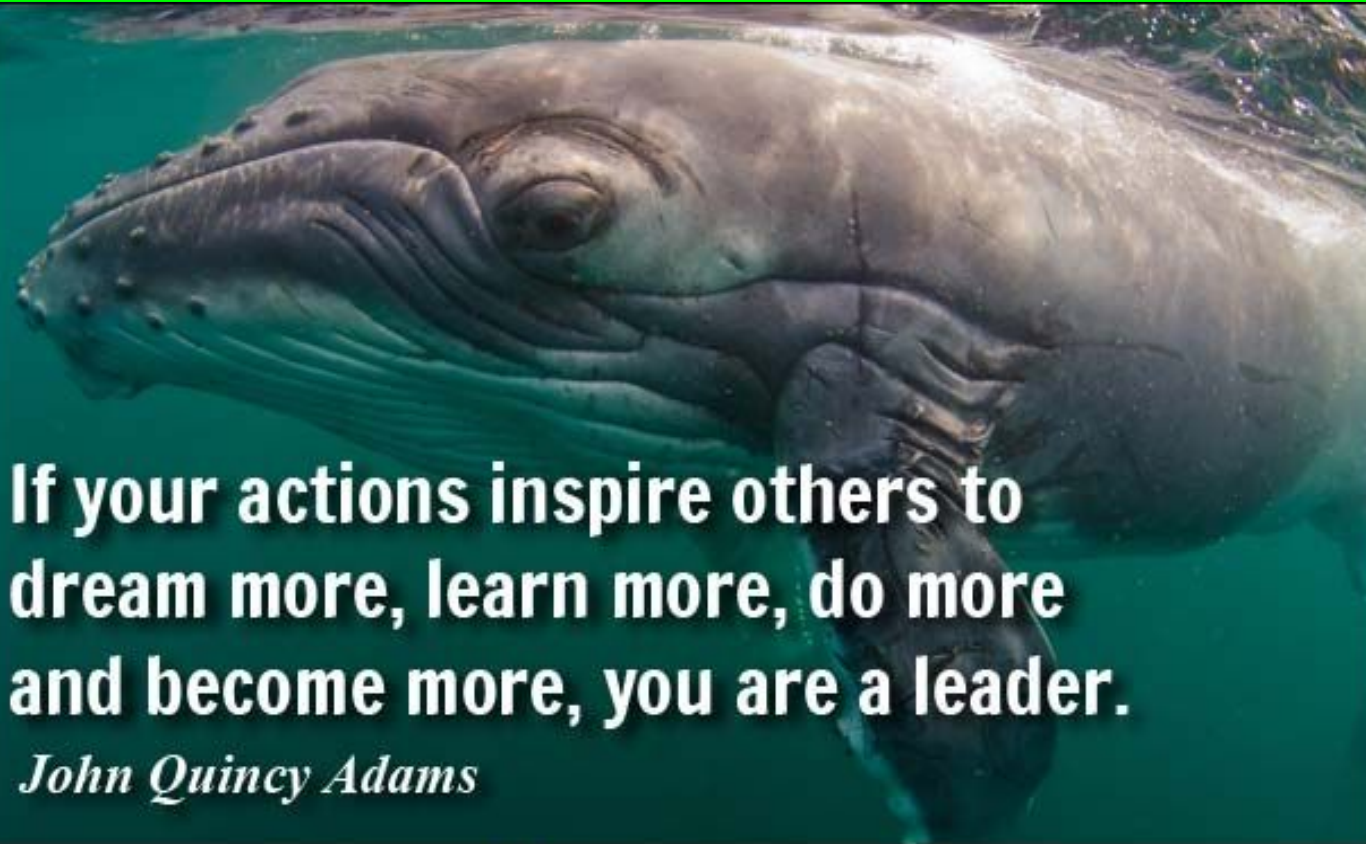
What do you need to do?

LEADERSHIP





Qualities of a Leader.. motivation, organisation



**If your actions inspire others to
dream more, learn more, do more
and become more, you are a leader.**

John Quincy Adams

**Sports
Tabloids
Within class
In your
learning group
Across the
school**

Qualities of a Leader....set a good example



**A leader is one who knows the way,
goes the way, and shows the way.**

John C. Maxwell

Behaviour

Work Habits

**Interactions
with peers,
younger
students, adults**

**Conducting
themselves**

**Respecting
others**

Qualities of a Leader...responsible, reliable and trustworthy...



Be prepared for having to make difficult decisions that might not make you popular

Completing tasks without being asked, or checked up on

Having to do jobs that you would rather not do - 'doing the hard stuff first'

Having to give up your own time...and then having to catch up on your own work.



What is Leadership?

Leadership is the process of **motivating**, **inspiring** and **empowering** others to achieve a common goal or school success.

It involves having a clear idea about what you are trying to achieve, and being able to communicate it to a team of people so that they can work together to achieve it.

Being able to “lead” is demonstrated through various behaviours such as engaging others, having innovative thoughts, motivating others, encouraging people and organising activities to completion.

As such “leading” isn’t about who is the best at public speaking or who can be the bossiest in class. It isn’t only demonstrated on special occasions.

The Bombay School Leadership Programme,

...attempts to recognise that there can be many kinds of student leaders, both formal and informal, and that the kind of leadership skills they have will be demonstrated in many situations relating to individual interests, talents and strengths.

Every student in the classroom has the capacity to lead an activity at some point.

Qualities we encourage you to grow in 2020

Confidence, personal strength, commitment, integrity, honour, initiative and responsibility. Pride. Decorum. Consistency. Resilience. Self Motivation.

Skills we encourage you to grow in 2020.

Good communication, cooperation, problem solving, time management, self-reliance and teamwork. Self Regulation. Relating to others. Participating & Contributing.

Guidelines

1. Leaders must agree to the guidelines and accept the consequences of breaking them.
2. As of 2020 prospective leaders must apply for the role.
3. Student will not be eligible for a leadership position if, at the time of selection, they are/ were on a misbehaviour consequence for the previous 6 months.
4. Students will be expected to follow the Student Leaders' Code of Conduct
5. Student Leaders who are not upholding the Student Leaders' Code of Conduct will receive the following consequences :
 - A. Students who have to be spoken to by the Kakahu Team Leader will be counselled about the implications of their behaviour on their leadership position. This will be recorded on file.
 - B. Students who have to be spoken to by the Deputy Principal will lose their position for the period of one month. This will be recorded on file.
 - C. In exceptional circumstances, the principal will use their discretion over final decisions - this could include removal from the leadership role.

Guiding Principles

In achieving these goals, the program is guided by the following principles:

- students should be provided with a wide range of leadership opportunities
- each leadership role should be supported by a specified teacher where possible.
- leadership opportunities should acknowledge the varying capacities of students for taking on responsibility.
- the selection process should be transparent and as fair as possible, to ensure gender equity, to factor in EEO principals, while maintaining the dignity (mana) of applicants.
- the expectations of student leaders should be clear and taken seriously by the students themselves, with the students visibly upholding the Bombay School values of Our Best Always
- the program should be transparent for parents and assist parents in supporting student leaders
- we should recognise that students are children, and that activities should, where possible, also be fun!

Roles and Responsibilities

1. All Student Leaders
2. Uphold school values
3. Be a role model for other students
4. Suggest improvements for the school and its community
5. Write/create articles/videos for school website/newsletter
6. Collect the house points - and present at assemblies
7. Host whole school assemblies
8. Raise the flag
9. Help organise and run fundraising events for school and charities
10. Help with tours and orientation visits
11. Motivate students at sports events
12. Help sports houses to organise events/ cheer lead etc
13. Manage lunchtime sports equipment
14. Run games for younger students at lunchtime
15. Help organise and manage the sports equipment room
16. Attend meetings with the principal
17. Clean electronic equipment in classrooms - TV's etc
18. Monitor litter and organise a clean up drive
19. Run activities for students in the library at lunchtime (e.g. book readings, games)

Code of Conduct

As part of the leadership team you agree to comply with our schools code of conduct which outlines behaviours expected of all student leaders.

Student leaders will role model the school values by:

Participation

- Embracing the opportunity to be a leader.
- Being an active and positive participant in school life.

Respect

- Treat others fairly, honestly and keep their dignity intact.
- Show empathy and care towards others and act as a good friend would.
- Use manners and basic good grace when dealing with other students and with adults.

Safety

- Show self-control and self-discipline of your feelings and your actions
- Act in a way that ensures the safety of myself and others.

Breaking our code of conduct could result in you losing your leadership role.

Student Leader Name: _____ Student Leader Signature _____

Principal Signature: _____ Date: _____

Role of Principal as Mentor

1. Meet with new leaders and sign Code of Conduct
2. Regularly meet with leaders
3. Gives final approval to student initiatives
4. Advise students on the principles of good leadership
5. Make final decisions on consequences for leaders who breach the Code of Conduct
6. Approve the Leadership Development Day
7. Regularly meet with School Captains, Vice Captains and Year 6 Leaders.
8. Ensure leaders understand their roles and responsibilities

The Support Role for Parents of a Student Leader

1. Understanding the Student Leaders role and the expectation of them in this role, through:
2. Speaking with their child to understand their role
3. Reviewing the policy document and Student Leader role profile
4. Seeking clarity from the leadership on any unclear aspects
5. Being a positive role model for their child and the rest of the leadership team at school activities and functions. This may be by way of planning, organising and/or attending events where possible
6. Supporting their child in the role of Student Leader by:
7. Allowing their child to drive their leadership projects and support them by guiding the process where appropriate
8. Being interested and engaged in their child's role and the rest of the leadership team
9. Ensuring the student presents as a positive role model for other students (positive behaviour, correct uniform, shoes, grooming)
10. Supporting the student in using planning and organisational strategies to be ready for agreed activities
11. Assisting in preparing and rehearsing speeches or presentations with their child so
12. they can be presented in the most prepared manner o Providing positive and encouraging feedback to build their child's confidence and capability as a leader
13. Respecting the schools choices of students, activities, roles and responsibilities
14. Actively supporting the school in the leadership initiatives and expectations, which may include involvement in:
Student Leadership activities or initiatives

