

S6 2019–2020

Application process to join the Senior Pupil
Leadership Team

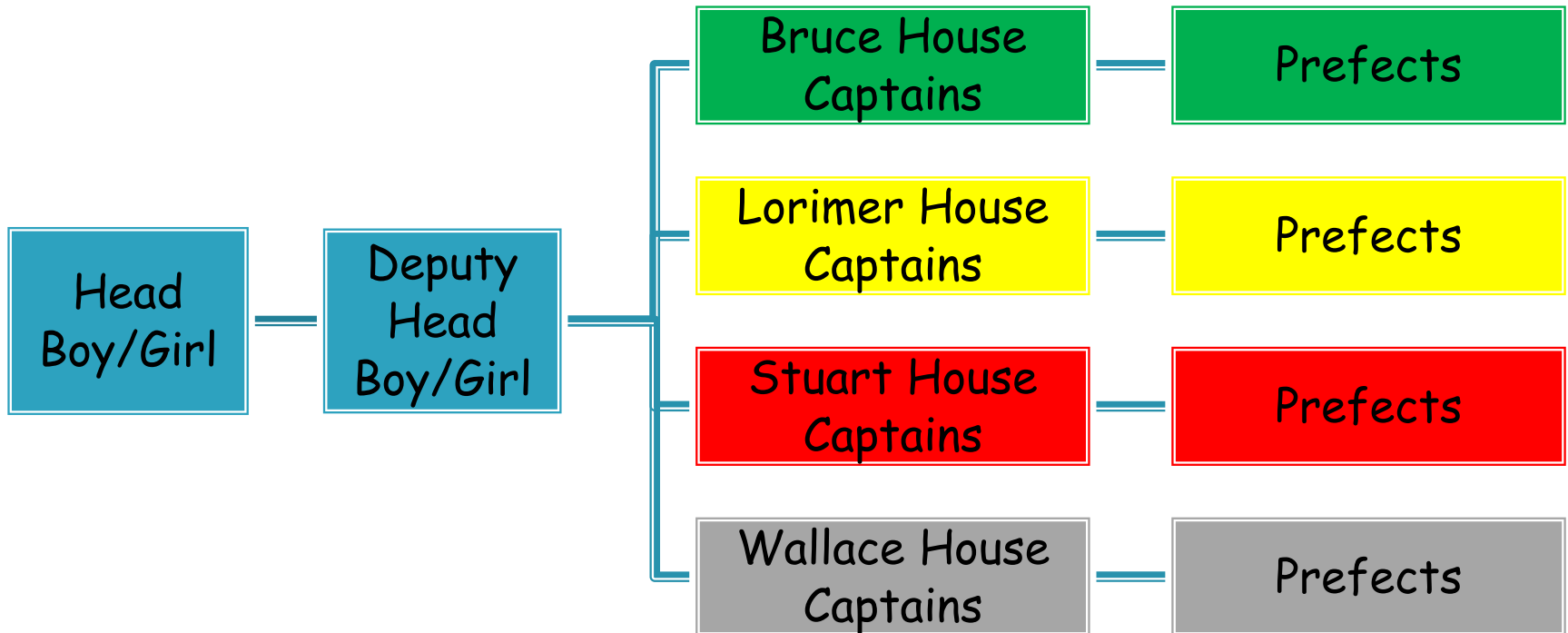


Inveralmond Community High School

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2019-2020

PUPIL LEADERSHIP ROLES AVAILABLE



All S6 Pupils in a Leadership Role will be required to wear a School Blazer

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Head Boy/ Head Girl

The Role:

The main duties of the Head Boy and Head Girl are–

- To be an excellent role model for all students
- Lead the Senior Pupil Leadership Team and motivate the S6 year group
- Deliver speeches at school events
- Organise tours for visitors or members of staff coming in for an interview
- Contribute to the setting up and organisation of the year book
- Contribute to earning the privilege of a Leavers Dance and contribute to or delegate the setting up and organisation of the event
- Helping out at many school events
- Meetings with head of S6 about events and issues
- Meetings as required with the Head Teacher/Depute Head about things going on in S6/upcoming events
- Chair a committee
- Take on a number of prefect responsibilities
- Undertake a Leadership/equivalent qualifications

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House Captains– 2 per house

The Role:

The main duties of a House Captain are–

- Support Head Boy/ Girl
- Work alongside PTC Support and House Leader
- Plan and deliver assemblies when required
- Visit tutor groups on a regular basis
- Instigate and lead house competitions
- Attend Senior Pupil Leadership Team meetings
- Take on a number of prefect responsibilities
- Undertake a Leadership/equivalent qualifications

PREFECT– approx. 15 per house

All members are expected to carry out the following prefect responsibilities:

- Break and lunch duty regularly throughout the week
- Sign up to at least ONE committee and actively participate in its organisation
- Attend meetings with Year Head to discuss roles, responsibilities and upcoming events
- Undertake a Leadership/equivalent qualifications
- Volunteer to assist with AT LEAST ONE of the following:
 - Classroom support (organised by prefect)
 - Library duty
 - Paired Reading
 - Mentor programme with new S1
 - Academic mentor programme with S4/5 pupils
 - Homework club (either S1–3 or S4–6)

Prefects and Committees

ROLES	DESCRIPTION
S6 Prefect	Range of roles across the school to take on and the opportunity to develop leadership skills. This is our chance to contribute positively to the school community– there will be approx. 10 prefects per house.
Prom Committee	Represent your tutor class in the planning of prom and coordination of bookings, payments, communication.
Year Book Committee	Represent your tutor class in the development and design of the year book. Liaise with sponsors, publishers, photographers etc and coordinate payments and balances.
Charity Committee	Represent your tutor class in the planning and organising of charity events throughout the year.
School Events Organisation Committee	Represent your tutor class in the planning and running of whole school events, trips and coordinate attendance at parents evenings.

**ALL COMMITTEES REQUIRE ATTENDANCE AT MEETINGS DURING AND AFTER SCHOOL
AND ARE CHAIRED BY PUPILS- THE RESPONSIBILITY IS YOURS!**

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Application Process

- ▶ Application forms will be on School Website / App
- ▶ All applications should be emailed by Monday 20th May
- ▶ You may be contacted during study leave to come in to school for a meeting to explain to next step in the application process
- ▶ If you are unsuccessful with your HB/HG application you will be entered for HC process.
- ▶ If unsuccessful for HC role you will be entered for prefect position

Interview Process

Head Boy/Girl:

- Stage 1: 5min Presentation on pre-given topic
- Stage 2: Interview (for those successful in stage 1)
- Stage 3: Staff/Pupil vote

Presentation and Interview could take place on same day. These will take place on Tuesday 4th June.

You must be available for Senior Prize Giving Ceremony on 11th June

Interview Process

House Captains:

- Interview with House Leaders

Unsuccessful Head Boy/Girl candidates will automatically be interviewed

Interviews will take place w/b 10th June

Prefects:

- Meeting with Year Head

Unsuccessful House Captain candidates will automatically be meet with.

Application forms on Website

- Head Boy/Head Girl Application
- House Captains
- Prefects

Application for Head Boy/Head Girl

Name	
Tutor	
Email Address	

Please answer the following questions

Outline your skills and qualities which prepare you for this leadership position. [enter answer here]
Outline your academic and wider achievements both within and outwith school which will help you to perform well within this role. [enter answer here]
Outline your ideas on how you would contribute to the successes and improvements at Inveralmond <u>Inveralmond</u> . [enter answer here]
Please add any other relevant information that will support your application for this leadership position. [enter answer here]

Any questions – see Miss Loudon

Email complete applications to Miss Loudon from your school email to:

g.louden@westlothian.org.uk

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- ▶ Any Questions see Miss Louden

Good Luck

THERE WILL BE OBSTACLES.
THERE WILL BE DOUBTERS.
THERE WILL BE MISTAKES.
BUT WITH HARD WORK,
THERE ARE NO LIMITS.

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