

Student Leadership Guide

Victoria Point State High School

Leadership Model

Leadership Position Descriptions

School Leader Application Form



LEADERSHIP



Victoria Point State High School believes:

- Leadership can be taught
- Leadership can be learnt

Students need to be provided the opportunity to experience and develop leadership.

Victoria Point SHS challenges and engages all students to accept leadership, as Leadership is Service.

By assuming a leadership role, our students learn that serving others is a greater responsibility and commitment than being concerned only of their individual needs.

Leadership in our school will have various roles as the needs of our school and our local community will ultimately vary.

Student leaders will have and exhibit the values of respect, integrity and responsibility. These core school values will also be supported by personal traits of morality, empathy and trust.

The School and community will together develop our student leaders.

Our goal is to develop individuals who lead by serving, inspiring and enabling others to develop and exercise their own leadership qualities and responsibilities.

Students will have the opportunity to serve our School and community in the roles of:

- School Captain
- School Vice Captain positions
- School Leadership positions
- Intra – School Leadership

This booklet is for those students who wish to assume a formal leadership role within our school and improve the learning, physical, social and emotional outcomes of our community.

In the end not all students will be accepted for leadership. The challenge for these students is to find an avenue of school life that they can positively contribute to and give servitude to our community.

QUALITIES OF A LEADER



The leadership model utilised by VPSHS advocates servitude whereby the student is a servant leader to the School and community.

The servant leader model of leadership involves:

- Placing the welfare of others before self
- Being utilitarian in nature
- Building teams and using teamwork
- Strong sense of community
- Receiving reward from helping others

Student leaders will:

- Have defined their academic learning pathway, which can be used to inspire others
- Use their vision to further improve individual and school culture
- Lead the engagement of others improve the learning, physical, social and emotional outcomes of our school community
- Inspire others through their ability to listen, empathise, communicate and develop trust
- Build community
- Commit to the needs of others

Nominees for Year 12 and Year 9 Leadership positions must attend the Year 11 Leadership Camp/Year 8 Camp, unless extenuating circumstances apply and the Principal has approved exemption.

All successfully appointed School Captain and Vice Captains, become automatic members of the Student Council.

Victoria Point State High School recognises the significance of developing a leadership culture in young people to positively influence attitudes and behaviours to improve the school culture and ultimately be a positive force and influence in the greater community.

Our leaders will demonstrate the following attributes:

- well organised and demonstrate a high level of initiative
- a confident public speaker and responsible leader
- active in the local community to promote the school
- a representative of the school at formal out-of-school functions, community events and inter-school events (eg. Anzac Day, sporting events, primary visits)
- actively leading and advocating issues to improve Victoria Point State High School
- supporting the development of leadership by mentoring of other students
- a role model for all students
- an active participant in Student Council and able to assist with Student Council projects and initiatives

This leadership model aims to broaden the base of student leadership at Victoria Point State High School by providing opportunities for all students to develop and demonstrate leadership skills.

It is understood that continued support from the School, Parents and Community is paramount in the development of leadership skills for all our students.

POSITIONS

SCHOOL CAPTAIN



School Captains are the role models for all students in the school. Captains represent students and staff and the entire school community at school and wider community events. School Captains are individuals who inspire others to achieve their personal goals and those of the School, they show concern for the welfare of others, behaving in a professional and approachable manner and ensuring that individuals feel valued, fulfil their role in allowing peers to reach their academic potential and are motivated to improve their own lives and improve their community.

The School Captain will exhibit servitude qualities so that they can:

- Instil leadership qualities in others
- Represent peers in the school council system and wider community
- Involve students in making plans and policy for the school
- Develop a sense of identity and responsibilities among their peer teams

The School Captain will have displayed a total commitment to the school:

- Attendance and participation at school meeting the school's target of 92% and above
- A selfless approach supporting peers and staff within the school environment
- Outstanding school disciplinary record
- Displayed personal integrity beyond reproach, nor brought the school into disrepute
- Attendance at all whole school events (eg: Sports Carnivals, Student Matters Days etc)

The School Captain will individually demonstrate:

- Competence in completing tasks that demonstrate leadership
- An academic commitment to chosen pathways
- Good use of communication skills
- Confidence in ability
- Respectable interpersonal skills
- Good use of judgement and initiative
- Self-discipline, responsible behaviour and common sense



The selection process will include:

- Nominating students collecting the *Student Leadership Application Form* from the relevant Dean of Students
- Nominated and seconded by either a staff member, school council member, or a member of the P&C
- Submit a CV and written application
- Completing the form by the nominated date returning to the relevant Dean of Students
- All applications will be reviewed:
 - 1 The shortlisted nominees will deliver a speech to students and staff
 - 2 Following speeches, Year 8 and 11 students and staff will vote on their preferred candidates. Two rank ordered lists (one student, one staff) will be formed based on these votes.
 - 3 The shortlisted nominees will be interviewed by a School, Parent and Community representative
 - 4 The Principal gives final endorsement of the decision
 - 5 Captains will be announced at the Academic Awards Evening



POSITION **Vice Captain Academic**

School Academic Vice Captains are individuals who demonstrate a high level of leadership as well as presenting a high level of team work, motivational and initiative. The Vice Captains will assume a responsibility of activities when representing the school during school activities centred on the promotion and celebration of learning and engagement.

Academic Vice Captains must maintain a high level of commitment throughout the school year to promote engagement in participation in the learning process and school spirit.

SELECTION PROCESS

Senior - Students must be entering Year 12 and have 2 continuous years (or 1 if enrolled from Year 11) of commitment and achievement in the school academic program.

Junior - Students must be entering Year 9 and have 1-2 years of commitment and achievement in the school academic program.

Students should have displayed a total commitment to the school academic agenda including:

- Attendance and participation at school meeting the school's target of 92% and above
- A selfless approach supporting peers and staff within the academic program
- Outstanding school disciplinary record
- Displayed personal integrity beyond reproach, nor brought the school into disrepute

The selection process will include:

- Nominating students collecting the *Student Leadership Application Form* from The relevant Dean of Students
- Completing the form by the nominated date returning to the relevant Dean of Students
- The selection committee will comprise of the HODs Teaching and Learning
- Principal to give endorsement of the decision

POSITION **Vice Captain Arts Creative Industries**

School Creative Industries Vice Captains are individuals who demonstrate a high level of leadership as well as presenting a high level of team work, motivational and initiative. The Vice Captains will assume a responsibility of activities when representing the school during: school arts events and festivals; interschool musical and dance eisteddfods held at district, regional, state or national levels; school initiated community arts activities.

Creative Industries Vice Captains must maintain a high level of commitment throughout the school year to promote music, art, media, drama and dance, participation in performances and school spirit.

SELECTION PROCESS

Senior - Students must be entering Year 12 and have 3 continuous years (or 2 if enrolled from Year 11) of service to the school arts program.

Junior - Students must be entering Year 9 and have 1-2 years of commitment and/or of service to the school arts program.

Students should have displayed a total commitment to the school arts agenda including:

- Attendance and participation at school meeting the school's target of 92% and above
- Attendance and participation at school concerts/performance/festivals/VP TV
- Attendance and participation at rehearsals for nominated performances
- A selfless approach supporting peers and staff within the Creative Industries program
- Outstanding school disciplinary record
- Displayed personal integrity beyond reproach, nor brought the school into disrepute

The selection process will include:

- Nominating students collecting the *Student Leadership Application Form* from the relevant Dean of Students
- Completing the form by the nominated date returning to the relevant Dean of Students
- The selection committee will comprise of the HOD of Creative Industries, Culture and Languages
- Principal to give endorsement of the decision

POSITION **Vice Captain Community**

School Community Vice Captains are individuals who demonstrate a high level of leadership as well as presenting a high level of team work, motivation and initiative. The Vice Captains will assume a responsibility of activities when representing the school during: intra-school specific events; school initiated community activities; events held locally, within the Redlands or within South East Queensland.

Community Captains must maintain a high level of commitment throughout the school year to promote school, the Redlands community, student's participation and school spirit in school and community events.

- Establish and develop strong school-community partnerships leading to improved student outcomes
- Engage community members and organisations to improve the knowledge, understandings and skills that can equip students to engage with the future
- Reinforce school policy and expectations and lead change
- Demonstrate the value and diversity of the school and wider community
- Develop a culture of student respect for themselves the laws, culture, property and environment found within the school and wider community

SELECTION PROCESS

Senior - Students must be entering Year 12

Junior - Students must be entering Year 9

Students should have displayed a total commitment to the school including:

- Attendance and participation at school meeting the school's target of 92% and above
- A selfless approach to self-involvement in school activities
- Outstanding school disciplinary record
- Displayed adherence to the schools polices, nor brought the school into disrepute

The selection process will include

- Nominating students collecting the *Student Leadership Application Form* from the relevant Dean of Students
- Completing the form by the nominated date returning to the relevant Dean of Students
- The selection committee will comprise of a member of Administration and P&C President
- Principal to give endorsement of the decision

POSITION **Vice Captain Indigenous**

School Indigenous Vice Captains are individuals who demonstrate a high level of leadership as well as presenting a high level of team work, cultural pride and embraces reconciliation. In addition to being excellent role models for all VPSHS students, the Vice Captains will assume a responsibility of activities when representing the school during: whole school and year level assemblies with the reading of the Acknowledgement of Country, National Sorry Day, Reconciliation Week and NAIDOC week observances and celebrations held at the school and within the community, Cultural days and events organised which heighten the visibility of Aboriginal and Torres Strait Islander cultures.

Indigenous Vice Captains must maintain a high level of commitment throughout the school year to promote Cultural Pride, participation and school spirit.

SELECTION PROCESS

Senior - Students must be entering Year 12 and have demonstrated a willingness to participate in Cultural activities and demonstrate cultural pride and be committed to reconciliation.

Junior - Students must be entering Year 9 and have demonstrated a willingness to participate in Cultural activities and demonstrate cultural pride and be committed to reconciliation.

Students should have displayed a commitment to the Closing the Gap agenda including:

- Attendance and participation at school meeting the school's target of 92% and above
- High levels of attendance and commitments to achieving personal best in areas of study
- Attendance and participation in school events such as swim, cross-country and/or athletics teams
- Attendance and participation in cultural workshops, excursions and an ability to connect with and encourage younger students
- Outstanding school disciplinary record
- Demonstrated demeanour and behaviours in Responsibility, Integrity and Respect that are beyond reproach

The selection process will include:

- Nominating students collecting the *Student Leadership Application Form* from the relevant Dean of Students
- Completing the form by the nominated date returning to the relevant Dean of Students.
- The selection committee will comprise of the HOD of Creative Industries, Culture and Languages and Indigenous Liaison Officer
- Principal to give endorsement of the decision

POSITION **Vice Captain Sport**

School Sports Vice-Captains are individuals who demonstrate a high level of leadership as well as presenting a high level of team work, motivational and sporting ability. The Captains will assume a responsibility of activities when representing the school during: intra-school carnivals events; interschool sporting events at a district, regional, state or national levels; school initiated community sporting activities.

Sports Captains must maintain a high level of commitment throughout the school year to promote sport, participation and school spirit.

SELECTION PROCESS

Senior - Students must be entering Year 12 and have 2 continuous years (or 1 if enrolled from Year 11) of service to the school intra and interschool sporting program.

Junior - Students must be entering Year 9 and have 1-2 years of commitment and service to the school intra and interschool sporting program.

Students should have displayed a total commitment to the school sporting agenda including:

- Attendance and participation at school meeting the school's target of 92% and above
- Attendance and participation at all Intra-school sporting carnivals
- Attendance and participation in school swim, cross-country and/or athletics teams if selected
- Attendance and participation at training sessions for inter-school sporting teams
- A selfless approach to the team and coaching staff
- Outstanding school and sporting disciplinary record
- Displayed sportsmanship beyond reproach, nor brought the school into disrepute

The selection process will include:

- Nominating students collecting the *Student Leadership Application Form* from the relevant Dean of Students
- Completing the form by the nominated date returning to the relevant Dean of Students
- The selection committee will comprise of the HOD Health and Sports Coordinators
- Principal to give endorsement of the decision

POSITION Peer Leader

Year 11 Peer Leaders are individuals who demonstrate a high level of leadership as well as presenting a high level of team work and strong communication skills. The Peer Leaders will assume a responsibility of assisting Year 7s in their entry to high school. Students will be expected to attend a number of events and lunchtime activities involving the junior school. Peer Leaders will also be assigned to a junior family group which you will be expected to attend regularly. It is encouraged that all future Yr 12 Captains and Vice Captains will have served as Peer Leaders in Year 11.

Peer Leaders must maintain a high level of commitment to supporting and mentoring junior students throughout the school year.

SELECTION PROCESS

Students must nominate in Year 10 and attend the compulsory training day/s at the end of the year.

Students should have displayed a consistent commitment to the school values including:

- Attendance and participation at school meeting the school's target of 92% and above
- Attendance and participation at previous school events
- Attendance and participation at the peer mentor training sessions
- Outstanding year 10 school disciplinary record

The selection process will include

- Nominating students collecting the *Student Leadership Application Form* from the relevant Dean of Students
- Completing the form by the nominated date returning to the relevant Dean of Students
- The selection committee will comprise of the Dean of Students Junior Secondary and Senior Secondary
- Principal to give endorsement of the decision

POSITION House Leader

House Leaders work in conjunction with Sports Captains and the Sports Co-ordinator to plan, implement intra-school carnivals, sporting activities and school events.

House Leaders have the House Spirit as their mantra, encouraging and motivating their sporting house members in terms of participation, competitive spirit and sportsmanship.

In addition to developing and maintaining a distinctive house spirit, each set of House leaders will have responsibility for: other Year level specific events as agreed with the Dean of Students and Sports Co-ordinator; maintaining a high profile for the house during events such as Swimming Carnival, Cross Country and Athletics Carnival; organising teams for House Competitions outside of sport, such as House Music and Inter-House Sports challenges; liaising with the Prefects and Senior Committees on relevant events and shared projects such as service initiatives.

Students should have displayed a total commitment to the intra-school sporting agenda including:

- Attendance and participation at school meeting the school's target of 92% and above
- Attendance and participation at all Intra-school sporting carnivals
- Attendance and participation in school swim, cross-country and/or athletics teams if selected
- A selfless approach to the House and coaching staff
- Outstanding school and sporting disciplinary record
- Displayed sportsmanship beyond reproach, nor brought the school into disrepute

SELECTION PROCESS

The selection process will include

- Nominating students collecting the *Student Leadership Application Form* from the relevant Dean of Students
- Completing the form by the nominated date returning to the relevant Dean of Students
- The selection committee will comprise of the HOD Health; Sports Co-ordinator and 3 nominated sports teachers/coaches from staff
- Principal to give endorsement of the decision

The Sport Leader selection process will take place during Term 4 as part of the leadership selection process that also includes School Captains and Vice Captains. This will allow for the newly appointed Sports Leaders to prepare for their first Intra-school event, the Swimming Carnival, usually held early in Term 1.

STUDENT COUNCIL



Student Council is a representative structure for students only, through which they can become involved in the affairs of the school, working in partnership with school management, staff and parents for the benefit of the school and its students.

The Student Council works with the The Deans of Students who are the link between students and staff and administration in the school. The council is comprised of School Captains and Vice Captains both Junior and Senior Secondary and those students who wish to participate as an active member.

The aim of the Student Council is to represent the student body and, promote school spirit and social responsibility throughout the school and wider local community.

The objectives of the Student Council include:

- Building school spirit by encouraging student participation in school and community activities
- Supporting the wellbeing of the student body as a whole through organisation and promotion of health and wellbeing activities and initiatives
- Participating in dialogue with students, staff and community representatives regarding student needs and opinions
- Building relationships and supporting the activities of other groups within the school and local community, such as the Chaplaincy and Youth Support Co-ordinator
- Supporting community programs and charities through active participation and volunteering, including fundraising initiatives
- Creating leadership opportunities for students in both the Junior and Senior Secondary School

The Student Council will, with support of appropriate staff and other student or community groups, be responsible for the organisation of:

- Community charity events e.g. Queensland Cancer Council, World Vision 40 hour Famine
- National Awareness Days e.g. Day for Daniel, Say No to Bullying Day, Mental Health Week, NAIDOC Week
- Fund raising for school and community charities

Please Note:

Fundraising within the school is usually done through the P&C Association or in limited circumstances by the Student Council. The Principal is the accountable officer and is the ultimate decision maker for the school. All schools and P&C Associations need to be aware that any fundraising involving foods and drinks supplied to students must adhere to the Smart Choices – Healthy Food and Drink Supply Strategy for Queensland Schools.

All applications to fundraise, other than those managed by the P&C, must be submitted in writing to the Principal. Application forms are available from the teacher overseeing the Student Council.

INTRA-SCHOOL LEADERSHIP OPPORTUNITIES

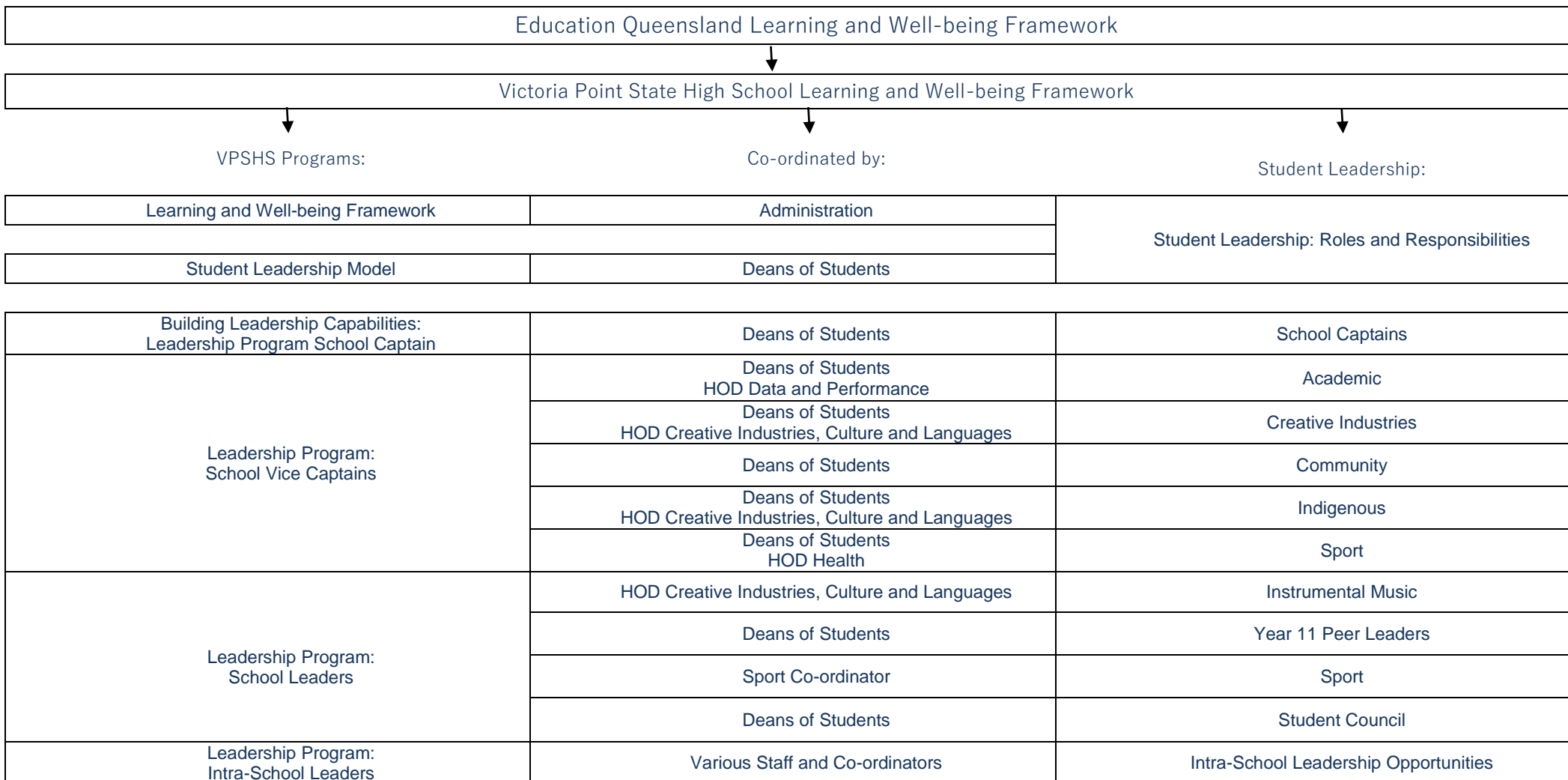


Throughout the year many opportunities will present for students to assume leadership roles within the curriculum and co-curricular programs.

These leadership roles will be many and varied but not limited to the following:

- ANZAC Day
- Athletics Team
- Career Ambassadors
- Cross Country Team
- Dance Troupe
- Debating Teams
- Duke of Edinburgh
- Formal Committee
- Future Women Leaders
- Interschool Sporting Teams
- Media
- Naval/ Army/ Air Force Cadets
- Primary School Transition
- Projects Abroad
- RCC Chamber of Commerce Student Leaders
- Swimming Team
- Volunteering

LEADERSHIP MODEL





School Leader Application Form

School Leader (Junior and Senior) Procedures

School Leaders are to be role models for all students in the school. School captains not only represent students, but represent the entire school community including staff, at school and wider community events. A School Leader needs to have the confidence to speak in front of groups of students and adults, and needs to be prepared to give up their own time for events throughout the year (awards night, open nights, Anzac Day service, regular meetings with the Principal and Deputies etc).

A School Leader needs to follow all school rules and procedures and be impeccably presented at all times.

The following procedures will be used to select School Leaders:

1. Students nominate in writing for the position of school captain. Nominations will be accepted up until Friday 16th August. All students must be nominated and seconded by either a staff member, school council member, or a member of the P&C
2. Selection Committees will consider all applications
3. The Principal gives final endorsement of the decision
4. School Leaders will be announced on Awards Night

Students nominating for the position of School Captain will be required to complete the following additional requirements:

1. The candidates will be invited to speak at a full school assembly. Following speeches, Year 8 and 11 students and staff will vote on their preferred candidates. Two rank ordered lists (one student, one staff) will be formed based on these votes
2. All shortlisted nominees will be interviewed by a committee of adults (at least one staff, one community and one parent representative). The committee will consider your nomination form, your answers at the interview, and your previous performance in regards to behaviour, attendance and previous school representation. The committee will create a rank ordered list of the most appropriate school captain candidates
3. The three rank orders will all be considered equally
4. The Principal gives final endorsement of the decision
5. School Captains will be announced on Awards Night

If you think you would be a good school captain then I encourage you to consider nominating yourself. If you know somebody you think would make a good leader, then encourage them to nominate as well.

Good luck.



School Captain/Vice Captain/House Captain Nomination Form

Previous school involvement/representation:

Activity	Date (year/ semester)	Details	Endorsed by <i>Get the signature of the teacher/person who can verify</i>

Another page can be attached if required.

Nominated by: _____ Position: _____

Seconded by: _____ Position: _____

Nominator and seconder must be members of staff or P & C.

If successful in gaining a Leadership Position, I understand that I will need to meet the expectations outlined in this Leadership Guide. I understand that first and foremost the Leaders of VPSHS are role models for other students, and therefore I will need to ensure that I met the school's expectations with regards to the attendance policy, behaviour policy and dress code. I understand that failure to meet these expectations will result in a meeting with relevant staff and could result in the loss of any Leadership Position.

Student's Name: _____

Student's Signature: _____