



School Council

Date	Review Date	Coordinator	Nominated Committee member
27/10/2019	27/10/2020	N Myers	D Masters

We believe this policy should be a working document that is fit for purpose, represents the school ethos, enables consistency and quality across the school and is related to the following legislation:

- School Councils (Wales) Regulations 2005
- Equality Act 2010
- Children and Families Act 2014

The following documentation is also related to this policy:

- [Equality Act 2010: Advice for Schools \(DfE\)](#)
- [Race Disparity Audit - Summary Findings from the Ethnicity Facts and Figures Website \(Cabinet Office\)](#)

We believe it is our duty to have in place a School Council which has been democratically elected by the pupils and is accepted as an ideal process for pupils to air their opinions, to raise issues, to be involved in school projects, to assist with the school development planning process, to attending committee meetings and being involved in interviewing new school personnel.

We want the School Council to be an effective body that represents all pupils, takes time to listen to all pupils, communicates pupil's views, feeds back to all pupils but overall makes things happen.

We will ensure that elections are fair and open, that everyone is represented, that effective lines of communication are in place and that school council representatives receive training.

We agree with Pupil Voice that a school council will help children and young people to:

- enjoy and feel empowered by their education;
- feel that their school responds to their needs;
- have the opportunity to let adults know their feelings and opinions about things that affect them;



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- have a say about decisions, and to play an active role in making their school a better place;
- develop active life skills through participating.

We want all pupils to have a say in decisions and to play an active role in making this school a better place for everyone.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We as a school community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

We all have a responsibility to ensure equality permeates in to all aspects of school life and that everyone is treated equally irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. We want everyone connected with this school to feel safe, secure, valued and of equal worth.

We acknowledge the findings of the Race Disparity Audit that clearly shows how people of different ethnicities are treated across the public services of health, education, employment and the criminal justice system.

The educational section of the audit that covers: differences by region; attainment and economic disadvantage; exclusions and abuse; and destinations, has a significant importance for the strategic planning of this school.

We believe it is essential that this policy clearly identifies and outlines the roles and responsibilities of all those involved in the procedures and arrangements that is connected with this policy.

Aims

- To establish a process for pupils to communicate their views to all school personnel.
- To provide opportunities for pupils to develop skills in communication, negotiation and confidence.
- To involve pupils in helping to create and implement school policies and procedures.
- To help make positive changes in our school community.
- To ensure compliance with all relevant legislation connected to this policy.



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- To work with other schools and the local authority to share good practice in order to improve this policy.

Responsibility for the Policy and Procedure

Role of the Committee

The Committee has:

- appointed a member of staff to act as the teacher representative;
- delegated powers and responsibilities to the Headteacher to ensure all school personnel and stakeholders are aware of and comply with this policy;
- responsibility for ensuring that the school complies with all equalities legislation;
- nominated a designated Equalities committee member to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;
- responsibility for ensuring school council representatives do not attend Committee meetings when the following is discussed:
 - admissions
 - dismissal of school personnel
 - election, appointment and dismissal of committee members
 - grievances
 - pay
 - performance management
 - pupil disciplinary issues
 - school budget
 - school personnel appointments
 - school personnel disciplinary issues
- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- make effective use of relevant research and information to improve this policy;
- responsibility for ensuring all policies are made available to parents;
- the responsibility of involving the School Council in:
 - determining this policy with the Committee;
 - discussing improvements to this policy during the school year;
 - organising surveys to gauge the thoughts of all pupils;
 - reviewing the effectiveness of this policy with the Committee.



- responsibility for the effective implementation, monitoring and evaluation of this policy.

Role of the Headteacher and Senior Leadership Team

The Headteacher will:

- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- meet with the School Council at least six times a year to discuss issues;
- ensure school council representatives receive training;
- ensure school council representatives attend committee meetings;
- ensure elections are fair and open;
- ensure funding is in place for the School Council to manage;
- provide leadership and vision in respect of equality;
- make effective use of relevant research and information to improve this policy;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy by speaking with pupils, school personnel, parents and committee members;
- annually report to the Committee on the success and development of this policy.

Role of the School Council Representatives

School Council Representatives will:

- listen to the views of their year group and to represent those views on the School Council;
- feedback decisions made by the School Council to their year group.

Role of the Teacher Representative

The Teacher Representative will ensure:

- be responsible for ensuring the establishment, developing the School Council and providing guidance;
- ensure the school council complies with current regulations;
- ensure all pupils will be given the opportunity to stand as a representative of their year group;
- ensure each year group will be represented by two pupils;
- ensure that the school council will be comprised of a Chair Person, Vice Chair, Secretary and Treasurer;



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- ensure elections take place each year at the beginning of the autumn term;
- ensure all council members will serve for an academic year;
- ensure meetings take place once a month;
- a questionnaire is sent out to all pupils once a year and from the results devise a list of issues for discussion;
- the school council communicates to the rest of the school by:
 - Class representatives meeting regularly with the class
 - Annual questionnaires
 - Half termly newsletters
 - A designated School Council notice board
 - Posters
 - The School website

Role of School Personnel

School personnel will:

- comply with all aspects of this policy;
- be aware of all other linked policies;
- maintain high standards of ethics and behaviour within and outside school and not to undermine fundamental British values;
- work in partnership parents and carers keeping them up to date with their child's progress and behaviour at school;
- implement the school's equalities policy and schemes;
- report and deal with all incidents of discrimination;
- attend appropriate training sessions on equality;
- report any concerns they have on any aspect of the school community

Role of Pupils

Pupils will:

- be aware of and comply with this policy;
- support the school Code of Conduct and guidance necessary to ensure the smooth running of the school;
- liaise with the school council;
- take part in questionnaires and surveys.

Role of Parents/Carers



Parents/carers will:

- be aware of and comply with this policy;
- be asked to take part periodic surveys conducted by the school

Raising Awareness of this Policy

We will raise awareness of this policy via:

- the School Handbook/Prospectus
- the school website
- the Staff Handbook
- meetings with parents such as introductory, transition, parent-teacher consultations and periodic curriculum workshops
- school events
- meetings with school personnel
- communications with home such as weekly newsletters and of end of half term newsletters
- reports such annual report to parents and Headteacher reports to the Committee
- information displays in the main school entrance

Training

All school personnel:

- have equal chances of training, career development and promotion
- receive training on induction which specifically covers:
 - All aspects of this policy
 - Committee members
 - Equal opportunities
 - Inclusion
- receive periodic training so that they are kept up to date with new information
- receive equal opportunities training on induction in order to improve their understanding of the Equality Act 2010 and its implications.

Equality Impact Assessment



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Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.

Monitoring the Implementation and Effectiveness of the Policy

The practical application of this policy will be reviewed annually or when the need arises by the coordinator, the Headteacher and the nominated committee member.

A statement of the policy's effectiveness and the necessary recommendations for improvement will be presented to the Committee for further discussion and endorsement.

Linked Policies

- Anti-Bullying
- Anti-Cyber Bullying
- Committee members
- Safeguarding and Child Protection
- School Security
- Supervision of Pupils

See Appendices Documents section on Policies for Schools Website

- Frequency of Policy Monitoring
- Monitoring Implementation and Policy Effectiveness Action Plan
- Initial Equality Impact Assessment
- Policy Evaluation
- Policy Approval Form

Headteacher:		Date:	
Chair of Committee:		Date:	