



BELLBIRD PARK
STATE SECONDARY COLLEGE



LEADERSHIP IMPLEMENTATION PLAN >

2019 - 2022

STUDENT LEADERSHIP

At Bellbird Park State Secondary College there are many opportunities for students to become leaders. One of the many pathways available to our students is to take up leadership roles. As a college, we want to equip students with the skills to effectively undertake leadership roles both in and outside of the college. We are committed to a structure of vertical leadership in order to build student capacity, promote growth and development, and assist students to RISE to any challenge. This document includes our leadership structure, application process, and position descriptions.

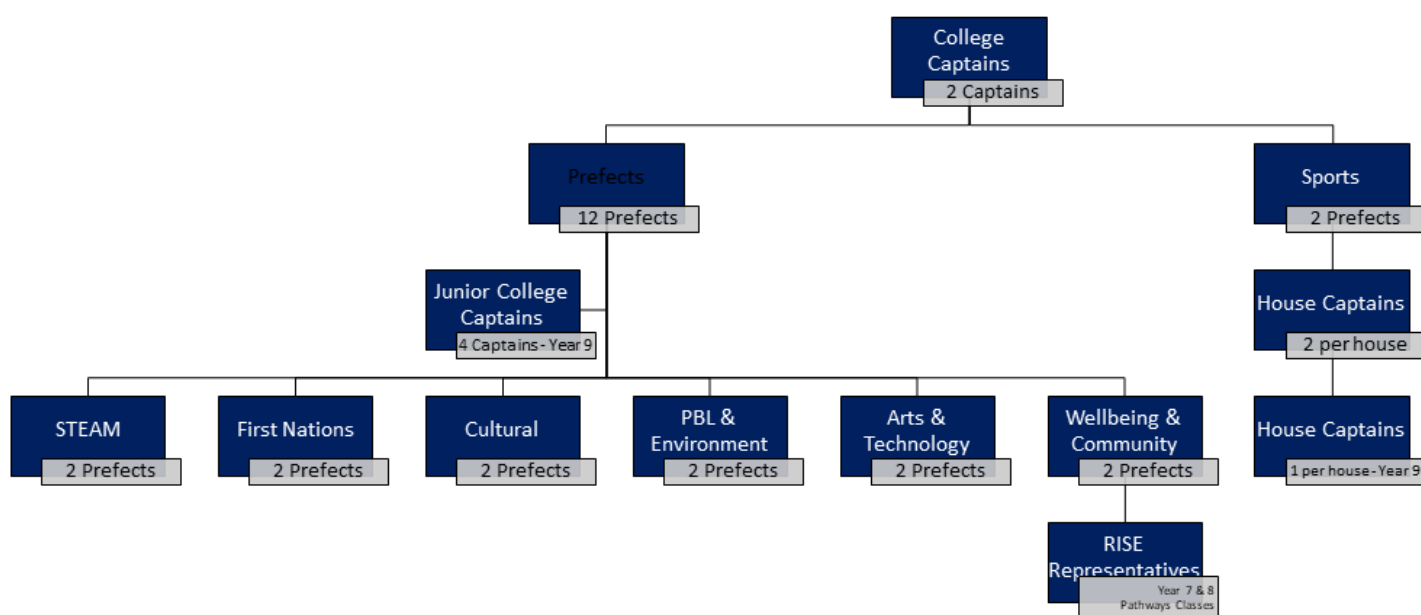
Student leadership at BPSSC aims to:

- Provide opportunities for all students to develop their leadership capacities, so that leaders of high calibre are developed for the future.
- Encourage all students, whether in official positions or not, to be recognised as leaders in the college and wider community.
- Acknowledge and celebrate students who undertake leadership roles in any capacity.

CAPTAINCY AND PREFECTS STRUCTURE

At Bellbird Park SSC our leadership model sees two Year 12 College Captains operating as Executive team members. These Captains lead from the top and will work closely with the Year 9 Junior College Captains to lead the student body. All students in leadership roles, including those within the committees will be held to the highest standards regarding attendance, uniform, behaviours and commitment to their studies and the greater College community. Through Year 7 to 12 all students have an opportunity for students to join a student committee led by the prefects of each committee.

Operating under the captains are a number of Year 12 Prefects. These Prefects lead their respective student committees. Each committee has two Year 12 Prefects, with the exception of the House Captains. Eight House Captain positions will exist to allow for two per house: Fearnley, Freeman, Geitz and Thurston.



LEADERSHIP DEVELOPMENT OPPORTUNITIES

COMMITTEE MEMBERSHIP

Students in all year levels have the opportunity to join a committee of interest to them. Each committee has its own unique focus and goals to allow for students to engage with and drive specific agendas within the College community. From 2022, student committees will be led by Year 12 Prefects. Each committee will have a staff member in a liaison role, who will ensure roles are divided evenly around the group and that age-appropriate tasks are given out, allowing all members to engage in leadership development.

BIG DAY IN LEADERSHIP DAYS

In order to develop our students' leadership capabilities, Big Day In Leadership days are offered to students. Students who wish to be considered for future captaincy and prefect positions, or those wishing to develop their own leadership skills, are encouraged to complete an expression of interest process. Places at Big Day In events are limited and priority will go to students with the highest attendance and most consistent positive behaviour.

LUNCHTIME LEADERSHIP SESSIONS

Students interested in further developing their leadership skills are strongly encouraged to attend the lunchtime leadership sessions. The aim of these sessions is to provide students with an in-depth understanding of leadership at BPSSC. Students will also gain and understanding of their leadership qualities and receive assistance with their applications and public speaking skills.

COLLEGE REPRESENTATION

Many opportunities exist for students to develop leadership capabilities through positively representing the college. These include such events as year level Camps, inter-school sport, and extra-curricular excursions. Some examples of extra-curricular excursions include contributing to the annual STEM conference, engagement in Youth Mental Health Forum, participating in debating, and attendance at university enrichment days. Students are encouraged to engage with representative activities that interest them as these provide invaluable leadership opportunities beyond the college gates.

SERVICE LEADERSHIP

Leadership is not a self-serving role, rather it is about being of service to others and showing service to the college. There are many opportunities to develop your leadership and demonstrate service to the college such as assisting at college events such as junior/senior assemblies, welcome evenings, ANZAC Day assemblies, college carnivals, Arts events, transition days and college celebrations. on assembly with a badge: you can lead everyday through your behaviour, attendance and attitude.

PATHWAYS LESSONS

Every Pathways lesson has a specific focus on developing our students in various ways in alignment with our RISE values. Many of these lessons provide students the opportunity to understand that leadership is more than standing on assembly with a badge: you can lead everyday through your behaviour, attendance and attitude.

APPLICATIONS FOR CAPTAINCY AND PREFECT POSITIONS

All leadership positions will undertake a thorough and rigorous application and vetting process. Applicants for Captaincy positions will undertake an additional step. Students may apply for more than one position.

APPLICATIONS & INDUCTION

APPLICATION PROCESS CAPTAINS & PREFECTS

- Applications open during term 2 each year (see Leadership time line Appendix).
- Student applicants complete the application form (see appendices 1 & 2) by the due date. Applications submitted after this date will not be accepted.
- The Head of Year and Deputy Principals thoroughly vet all applicants including reviewing attendance, behavioural and uniform data. Student applicants may wish to seek out this information prior to applying in order to proactively address any issues. A shortlist of applicants is created.
- Successfully shortlisted students will be notified and asked to prepare a speech.
- Shortlisted students deliver a short speech on their year level parade.
- Student and staff voting occurs on the day of the speeches.
 - Additional Step for all Captaincy positions: During term 3, all Captaincy candidates are interviewed by a panel of staff made up of members of the staff leadership team including the Principal. The Principal together with the panel make the final decision around awarding all captaincy positions.
- Positions will be announced at a special college assembly.

**timeframes are a guideline only, subject to change.*

APPLICATION PROCESS COMMITTEE MEMBERS

Applications for Students Committees will commence in term 4 each year. Students wishing to be on a committee are to complete the application form (see appendix 2) by the due date in week 5, term 1.

The application requires students to outline moments when they exemplified the College expectations. All applications will be examined by the Heads of Year (HOY) and Deputy Principals including reviewing attendance, behavioural and uniform data. The number of students on each committee may change from year-to-year depending on the number of students wishing to be involved. Students will be notified mid-term 1 if they have been accepted onto a committee.

LEADERSHIP INDUCTION CEREMONY

An official Leadership Induction Ceremony will occur each year during term 3. All Captaincy and Prefect positions will receive a badge at this ceremony.

STAFF MENTORS

All student leaders have direct connection to a staff member-mentor. This staff member's role is to act as a guide and help students meet the role requirements of their position. Mentoring staff will support students in committee meetings but will not run them. They will provide regular feedback to students and support in the organisation and running of events.

Staff Mentors will work in conjunction with the relevant HOY to track attendance, effort, uniform and behaviour, identifying any concerns that may place the student at-risk of losing their leadership position. If any concerns are identified, the Staff Mentor will work with the student in question, in an effort to improve and maintain their leadership position.

ROLES & RESPONSIBILITIES

Duties of all leaders include, but are not limited to:

- Speaking on parades and assemblies
- Demonstrating college expectations at all times
- Writing newsletter articles
- Attending P&C meetings
- Participating in college events

All students in Prefects positions are at risk of losing their position if:

- Their attendance falls below 95%
- They are suspended for any reason
- They do not wear the correct uniform
- Their academic performance indicates a lack of effort
- They do not adhere to the responsibilities outlined below

Role	Role-specific tasks include:
<p>College Captains and Junior College Captains</p>	<p>As the most significant student leaders at Bellbird Park State Secondary College, the School Captains will be ambassadors who embody the college values at all times. The School Captains will take on an active role in working with the college prefects to achieve the best possible outcomes for both the school and the wider community. This will include organising meetings with the purpose of improving students' engagement and wellbeing in the College.</p> <p>School Captains will take an active role in the running and coordination of whole school assemblies, special college events and official functions, such as Year 6 Transition Day, ANZAC Ceremony, College Open Evenings, Academic Awards Evening and Effort Ceremonies, as required. School Captains will also report to the school community via regular contributions to the College website, newsletter and other forums. School Captains will need to role model and maintain exemplary standards in behaviour, effort, uniform and attendance as well as influencing and serving others in a positive way.</p> <p>The School Captains will work closely with the Head of Year 12, the Year 12 Deputy and the College Principal.</p>
<p>Sports Prefects</p>	<p>The Sports Prefects will work closely with the Sports Coordinator, the HPE Faculty staff and the Sports committee members to promote the growth and development of Sport at BPSSC. They will need to chair Sports committee meetings and attend all student leadership meetings. They will play a pivotal role in promoting sport through the organisation and implementation of sports reports for assemblies. They will also be required to MC the Sports Awards ceremony, which will be presented to the wider BPSSC community.</p> <p>As a leader within the Sport Department, they will be an influence on the student body through their participation in all school sport events. Their participation and representation of the College should also transpire to inter-school, district and regional school sport events. Roles within this will include:</p> <ul style="list-style-type: none"> • Attending meetings with Sport Coordinator and HPE staff – modelling these values to the student body • Liaise with wider community to build strong working relationships through sport • Promote the College's RISE values in their interactions with staff, students and community members involved in Sport at BPSSC • Lead a team of students (including House Leaders) in the running of various events at the College (inter-house carnivals, competitions and inter-school sport events)

Role	Role-specific tasks include:
First Nations Prefects	<p>First Nations Prefects need to be committed to the celebration of all of Bellbird Park SSC's students' diverse cultures. They will lead the Acknowledgement/Welcome to Country at College Assemblies and special functions. They welcome elders into the college. They will need to actively seek opportunities to showcase student cultures within the wider community. They will need to be confident in communicating with Primary Schools and the organisers of local events. First Nations Prefects need to model appropriate behaviour in regards to cultural acceptance in the school grounds and classrooms. They may be called upon to help mediate student conflict regarding cultural differences.</p> <p>The First Nations Prefects will work closely with the First Nations Coordinator, Community Education Counsellor and Events Coordinator. They will need to chair First Nations committee meetings.</p>
Academic & Phoenix Prefects	<p>Academic and Phoenix Prefects will be passionate advocates of STEAM Academic projects. They will be required to actively promote the importance of effort and aiming for academic excellence. In cooperation with the Head of Department for all core curriculum areas, Academic and Phoenix Prefects will be charged with assisting with the development and promotion of academic support programmes to assist students to achieve their academic potential. They will also be committed to supportive academic excellence opportunities and events throughout the year, including supporting at the weekly peer tutoring study club after school and during breaks. Academic and Phoenix Prefects will also need to communicate important messages to the school via Year Level Parades and Whole School Assemblies.</p> <p>STEAM Prefects will work closely with the Head of Department for all core curriculum areas. They will need to chair STEAM student committee meetings. Academic and Phoenix Prefects, will represent the school at local primary schools for STEAM events, eg helpers at STEM cup, primary science fair etc.</p> <p>Academic and Phoenix Prefects will advocate and promote Pathway opportunities on whole school and year level assemblies to relevant cohorts.</p> <p>These prefects will assist with Career Expos, cohort talks by external partners in industry and assist with organisational leadership in the lead up to these events. Prefects will meet and greet representatives from organisations outside the school and welcome and introduce them during cohort talks and workshops. There may be opportunities to represent Bellbird Park SSC in the wider community at industry events.</p>
Arts & Technology Prefects	<p>Arts Prefects need to be passionate regarding the development of extra-curricular Arts activities and events. They will need to advocate for Arts subjects, extra-curricular activities and showcases, and work to increase student numbers in these. They will be responsible for the implementation of Arts showcases, which highlight the talent of our students from all Arts subject areas. Arts Prefects will need to be able to organise performances and visual displays, write scripts and run sheets. They will need to help with the supervision of rehearsals and undertake production roles during showcases. Arts Prefects will need to organise the marketing materials for Arts showcases as well as the physical resources to see these showcases realised. Arts Prefects will have to develop a relationship with hospitality staff so that Arts events can be catered.</p> <p>The Arts Prefects will work closely with the Head of Department for the Arts, the Arts Faculty staff and the Arts committee members. They will need to chair Arts committee meetings</p>

Role	Role-specific tasks include:
PBL & Environment Prefects	<p>PBL and Environmental Prefects will be a role model for PBL outwardly demonstrating our values of Responsibility, Integrity, Support and Effort, as well as environmental conscientiousness both in the classroom, in the playground and in the wider community. They will help to run the weekly PBL cash-ins as well as the many major PBL events throughout the year. PBL and Environmental Prefects will need to help to identify ways students and staff can better serve the college with environmentally friendly practices. They will also need to communicate important messages to the school via Year Level Parades and Whole School Assemblies.</p> <p>PBL and Environmental Prefects will work closely with the PBL Coordinator. They will need to chair PBL student committee meetings.</p>
Cultural Prefects	<p>Cultural Prefects need to be committed to the celebration of all of Bellbird Park SSC's students' diverse cultures. They need to actively seek opportunities to showcase student cultures within the wider community. They will need to be confident in communicating with Primary Schools and the organisers of local events. Cultural Prefects need to model appropriate behaviour in regards to cultural acceptance in the school grounds and classrooms. They may be called upon to help mediate student conflict regarding cultural differences.</p> <p>The Cultural Prefects will work closely with the Cultural Coordinator and Events Coordinator. They will need to chair Cultural committee meetings.</p>
Wellbeing & Community Prefects	<p>Wellbeing and Community Prefects will be dedicated to improving student wellbeing and Bellbird Park SSC's role within the community. They will be role models for strategies which help our students' mental health, and champion the many wellbeing campaigns such as "Speak, Don't Freak!" Wellbeing and Community Prefects will need to organise events such as RUOK Day and National Day of Action against Violence and Bullying. In the lead up to these events, they will need to market them effectively via Facebook, the newsletter, posters and through speaking on Year Level Parades and Whole School Assemblies.</p> <p>Wellbeing and Community Prefects will work closely with the Guidance Officer and the Youth Support Coordinator. They will need to chair Wellbeing and Community committee meetings.</p>
House Captains	<p>The House Captains will work closely with the Sports Coordinator, the HPE Faculty staff and the Sports committee members to promote spirit within their respective house. They will need to participate in Sports committee and other student leadership meetings. They will play a pivotal role in promoting spirit and wellbeing for their house group by organising and implementing lunch-time activities.</p> <p>As a leader within their house, they will be an influence on the student body through their participation in all inter-house events. Their participation and representation of the College should also transpire to inter-school, district and regional school sport events. Roles within this will include:</p> <ul style="list-style-type: none"> • Attending meetings with Sport Coordinator and HPE staff – modelling these values to the student body • Liaise within their house to build strong working relationships through College events • Promote the College's RISE values in their interactions with staff and students within their house • Create and lead the development of house spirit through engagement in war-cry competitions
RISE Representatives	<p>RISE Representatives are selected from each Year 7 & 8 pathways class. They actively display Responsibility, Integrity, Support and Effort throughout all of their classes and the playground. RISE Representatives set an example for their peers with their uniform, effort and behaviour.</p> <p>RISE Representative duties include assisting their Pathways teacher and Head of Year in the daily Roll Class, Pathways Lessons, Year level and Junior College Assemblies, as well as representing the college in other important events. Rise Representatives are given opportunities to develop their leadership skills, including mentoring from College Captains and Senior students, and working closely with their Head of Year.</p>

CAPTAINCY APPLICATION FORM



RETURN THIS TO STUDENT SERVICES BY THE ___ / ___ / ___

NAME

PATHWAYS

We need to know if you can RISE to the challenge. Complete the reflection below as part of your application. Ensure you have checked and editing your work.

RESPONSIBILITY

Identify how you are a Responsible member of BPSSC. Consider discussing your attendance, behaviour or academics, or other ways you have been a responsible leader within the community.

INTEGRITY

Explain how you demonstrate Integrity. You may also consider how you will be a leader at BPSSC.

SUPPORT

As a student leader at BPSSC, you will be required to support other individuals and build their leadership capacity. Explain how you plan to support others to grow and improve.

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EFFORT

Have you received an Effort Award previously?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
When have you received an Effort Award?			
What level of Effort Award have you received?	<input type="checkbox"/> Gold	<input type="checkbox"/> Silver	<input type="checkbox"/> Bronze

AREAS OF INTEREST

Which aspects of college life are you most passionate about?

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PREVIOUS LEADERSHIP EXAMPLES

Indicate examples of your previous leadership roles which would indicate your suitability for your preferred position. These may be from within BPSSC or the wider-community.

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TEACHER ENDORSEMENT

Your Captaincy and Prefect Application must be supported by two staff from BPSSC:

Teacher 1:

Staff Name	Signature
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Teacher 2:

Staff Name	Signature
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I acknowledge that I will lead in a way which embodies the values of RISE, and encourage high standards in others. I will strive to keep my attendance of over 95% and wear the correct uniform at all time.

Student Signature	Parent/Carer Signature
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HEAD OF YEAR TO VERIFY

Application received	____ / ____ / 20____	Signature
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Attendance	%	# Behaviour Incidents YTD
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Uniform Breaches	<input type="checkbox"/> YES <input type="checkbox"/> NO
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Other Comments

PREFECT APPLICATION FORM



RETURN THIS TO STUDENT SERVICES BY THE ___ / ___ / ___

NAME					PATHWAYS	
POSITION - Indicate ALL positions you wish to be considered for in order, with number 1 being your top preference						PREFERENCE
Sports Prefect						
First Nations Prefect						
Academic & Phoenix Prefect						
Arts & Technology Prefect						
Cultural Prefect						
PBL & Environment Prefect						
Wellbeing & Community Prefect						
House Captain	<input type="checkbox"/> Fearnley	<input type="checkbox"/> Freeman	<input type="checkbox"/> Geitz	<input type="checkbox"/> Thurston		

We need to know if you can RISE to the challenge. Complete the reflection below as part of your application. Ensure you have checked and editing your work.

RESPONSIBILITY
Identify how you are a Responsible member of BPSSC. Consider discussing your attendance, behaviour or academics, or other ways you have been a responsible leader within the community.

INTEGRITY
Explain how you demonstrate Integrity. You may also consider how you will be a leader at BPSSC.

SUPPORT

As a student leader at BPSSC, you will be required to support other individuals and build their leadership capacity. Explain how you plan to support others to grow and improve.

EFFORT

Have you received an Effort Award previously?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
When have you received an Effort Award?			
What level of Effort Award have you received?	<input type="checkbox"/> Gold	<input type="checkbox"/> Silver	<input type="checkbox"/> Bronze

PREVIOUS LEADERSHIP EXAMPLES

Indicate examples of your previous leadership roles which would indicate your suitability for your preferred position. These may be from within BPSSC or the wider-community.

TEACHER ENDORSEMENT

Your Captaincy and Prefect Application must be supported by two staff from BPSSC:

Teacher 1:

Staff Name	Signature
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Teacher 2:

Staff Name	Signature
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I acknowledge that I will lead in a way which embodies the values of RISE, and encourage high standards in others. I will strive to keep my attendance of over 95% and wear the correct uniform at all time.

Student Signature	Parent/Carer Signature
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HEAD OF YEAR TO VERIFY

Application received	____ / ____ / 20____	Signature
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Attendance	%	# Behaviour Incidents YTD
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Uniform Breaches	<input type="checkbox"/> YES <input type="checkbox"/> NO
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Other Comments

JUNIOR COLLEGE CAPTAIN APPLICATION FORM



RETURN THIS TO STUDENT SERVICES BY THE ___/___/___

NAME

PATHWAYS

You are applying for a position as **JUNIOR COLLEGE CAPTAIN** so we need to know if you can **RISE** to the challenge. Complete the reflection below as part of your application. Ensure you have checked and edited your work.

RESPONSIBILITY

Identify how you are a Responsible member of BPSSC. Consider discussing your attendance, behaviour or academics, or other ways you have been a responsible leader within the community.

INTEGRITY

Integrity is about being honest and having strong moral principles, which means you do the right thing because it is the right thing to do. Explain how you demonstrate Integrity at BPSSC. You may also like to explain how you will be a leader at BPSSC.

SUPPORT

As a student leader at BPSSC, you will be required to support other students as well as help staff to plan and run whole-college events. Explain how you plan to support others students and staff.

EFFORT

Have you received an Effort Award previously?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
When have you received an Effort Award?			
What level of Effort Award have you received?	<input type="checkbox"/> Gold	<input type="checkbox"/> Silver	<input type="checkbox"/> Bronze

PREVIOUS LEADERSHIP EXAMPLES

Indicate examples of your previous leadership roles which would indicate your suitability for your preferred position. These may be from within BPSSC or the wider-community.

TEACHER ENDORSEMENT

Your Junior College Captaincy must be supported by two staff from BPSSC:

Teacher 1:

Staff Name	Signature
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Teacher 2:

Staff Name	Signature
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I acknowledge that I will lead in a way which embodies the values of RISE, and encourage high standards in others. I will strive to keep my attendance of over 95% and wear the correct uniform at all time.

Student Signature	Parent/Carer Signature
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HEAD OF YEAR TO VERIFY

Application received	____ / ____ / 20____	Signature
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Attendance	%	# Behaviour Incidents YTD
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Uniform Breaches	<input type="checkbox"/> YES <input type="checkbox"/> NO
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Other Comments

**MANY PATHWAYS.
NO LIMITS. >**