

## Rushden Primary Pupil Council Constitution

Pupil council needs a constitution because it will:

- Provide everyone with a clear statement of purpose
- Set out the rules and procedures to make sure Pupil Council runs effectively and successfully
- Provide clear guidelines for anyone joining pupil council

Name of organisation:

RPA Pupil Council

Purpose:

1. To allow the children at Rushden Primary Academy have a voice
2. To help the school and community be a better place
3. To help to improve learning in the school
4. To raise funds for the school

Members:

Pupil council will be made up of representatives from years 1 - 6.

Each class will elect two representative who attend meetings and give feedback.

Each class will elect a vice representative who will attend meetings and feedback in the main representative's absence.

Having been a member of pupil council for one year, children will then be unable to represent their class for the following two years to allow opportunity to a wider range of people.

#### *Elections:*

*Elections will be run without prejudice or discrimination.*

*Any class member is entitled to run for Pupil council and the decision in each class will be made by a secret ballot.*

*Children wishing to be considered for Pupil Council will need to present a speech to their class giving clear reasons and examples of why they are the most suitable candidate for the job.*

#### *Officers:*

*Once elected on to Pupil Council as board members, children will be able to apply for specific job roles within the organisation.*

*These are as follows:*

- *Chair person*
- *Vice Chair Person*
- *Secretary*
- *Treasurer*
- *Promotions officer*
- *Communication / Liaison officer*

*These roles will be elected by the board using the same election process as for Pupil Council.*

Job roles and responsibilities will be shared with all Pupil Council members at the beginning of the year and job specifications will be kept in each class file.

Leaving Pupil Council:

Should a member of Pupil Council wish to resign from their post they must write a letter to the Chair Person giving reasons for their decision.

Once a member has resigned they will not be permitted to reapply for Pupil Council in the future, unless there are circumstances considered to be exceptional by the board (e.g. serious illness).

In these circumstances, the vice representative from the class will become the main representative and a new vice must be elected as soon as possible.

Pupil council members may be asked to step down from their position if they repeatedly break Pupil Council rules.

Each member has three chances. Should they lose these three chances, they will be asked by the Chair Person to give up their role and leave.

Pupils asked to leave Pupil Council will not be permitted to reapply for a position in the future