



SURBITON

HIGH SCHOOL

Student Leadership Team Selection, Duties and Responsibilities

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Surbiton High School: Ethos and Aims

1. Ethos

- We are a vibrant learning community, which **inspires** every child to discover and embrace their individuality, to grow in their intellectual curiosity, and to enjoy their independence
- We acknowledge that there is no such thing as a typical Surbiton High School pupil and that impressive academic results are just one aspect in our rich tapestry of educational provision; therefore, we **encourage** every child to grow in compassion, respect and an outward looking attitude, living out the School's motto: *Amor nos semper ducat (May love always lead us)*
- We **empower** every child to thrive, developing social and emotional intelligence to become rounded and grounded in their character, demonstrating kindness and service to others

2. Aims

- Surbiton High School aims to **inspire, encourage and empower** our young people to discover and liberate the very best of themselves, exceeding their potential in an intellectually rigorous and challenging academic environment, balanced with outstanding pastoral care and support

We achieve these aims through our *Charter for Happiness and Well-being*. Our children:

- are **inspired** to deploy their highest strengths to tackle all situations, developing a growth mind-set and a can-do attitude, equipped with the tools to maximise their positive emotions
- are **encouraged** to find their niche, to be fully engaged in educational activities and to meet the highest challenges that come their way
- are coached and **encouraged** to develop strong relationships, to be empathetic and responsive to the needs of themselves and others
- are **empowered** to lead a meaningful life, to be able to understand what their goals are and to know what they are striving for
- are **empowered** to draw strength from celebrating their accomplishments, in order to tackle new challenges

We achieve these aims through our inculcation of *Learning Habits*. Our children:

- are **inspired** in their thinking, to ask questions, to make connections, to imagine possibilities, to reason methodically and to capitalise on their resources
- are **encouraged** to be emotionally invested in their learning, persevering in the face of difficulties, noticing subtle differences and patterns, managing their distractions, and becoming absorbed in their learning



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- are **empowered** to be fully involved in their learning, growing in interdependence, collaborating effectively, listening empathetically to others, and imitating their learning habits
- are **inspired, encouraged** and **empowered** to be productive, planning their learning in advance, revising and reviewing their progress, distilling important information, and developing their own meta-learning

3. Policy Statement

Members of the Student Leadership Team (previously Head Girl Team) make a valuable contribution to the wider school community at Surbiton High School, taking on important leadership roles, assisting and supporting both staff and pupils, liaising with prospective parents and pupils and other visitors and acting as excellent role models for their peers and younger pupils.

Members of the Student Leadership Team are students in the Sixth Form who have been appointed through a formal application and selection process. This process is completed in the Spring/Summer Term of Year 12. Pupils hold their posts for one year, beginning their duties in the Summer Term of Year 12.

The size of the Student Leadership Team will depend on the strength of the applicants; however, the usual size of the team is approximately 18-20 students. The following roles are available on the Head Girl Team:

- Head Girl (1 pupil)
- Deputy Head Girls (up to 4 pupils)
- Senior Prefects (approximately 10-12 pupils)
- Games Captain (1 pupil)
- Deputy Games Captain (up to 2 pupil)

This policy applies to all students in Year 12 & 13.

Surbiton High School is fully committed to ensuring that the application of this Student Leadership Team policy is non-discriminatory in line with the UK Equality Act (2010). Further details are available in the School's Equal Opportunity Policy document.

Surbiton High School seeks to implement this policy through adherence to the procedures set out in the rest of this document.

This document is available to all interested parties on our website, MIS and United Hub, and on request from the main school office and should be read in conjunction with the following documents: Equal Opportunity Policy document.



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This document is reviewed annually by Jon Owen, Assistant Principal/Director of Sixth Form and Olivia Rusholme (Assistant Director of Sixth Form (Pastoral)) or as events or legislation change requires. The next scheduled date for review is January 2022.

4. Policy Aims

The creation of the Student Leadership Team will promote and fulfill the following school aims:

- Providing a broad, balanced, challenging and enriching educational experience for all pupils.
- Creating opportunities for leadership and challenge.
- Ensuring relationships are based on mutual respect.
- Encouraging hard work and commitment.
- Preparing pupils for their subsequent education and their future lives.
- Celebrating success and achievement.

Furthermore, the Student Leadership Team policy underpins all of the core values of United Learning:

Ambition – to achieve the best for ourselves and others;

Confidence – to have the courage of our convictions and to take risks in the right cause;

Creativity – to imagine possibilities and make them real;

Respect – of ourselves and others in all that we do;

Enthusiasm – to seek opportunity, find what is good and pursue talents and interests;

Determination – to overcome obstacles and reach success.

Members of our Student Leadership Team uphold our core values, which promote service, compassion and generosity.

This ethos is our expression of our Christian roots, in schools which are fully inclusive and both welcome and respect students and staff of all faiths and none.



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5. Responsibilities of members of the Head Girl Team

- Act as role models to all pupils within the school community, living true to the School's ethos and promoting its aims through high standards of academic work, smart appearance, commitment to the pastoral care of others and involvement in co-curricular activities.
- Promote the Sixth Form in a positive way to pupils across all year groups in the School.
- Be available to assist at the Year 12 Induction Day in the Autumn Term.
- Represent the School through activities such as: attending assemblies, providing guides for school tours, acting as members of interview panels, speaking at open events etc.
- Attend feeder school open evenings.
- Attend and assist at Year 12 external applicant open events in the summer term of Year 12
- Attend and assist at the Year 7 entrance exam day in January
- Attend Head Girl Team meetings.
- Attend training, including the overnight Head Girl Team training event, which takes place in the Summer Term of Year 12.
- The Head Girl and Deputy Head Girls will automatically become members of the Green and Silver Club Committee for one year after leaving school. The Head Girl and Deputy Head Girls will be expected to be available, either in person or via Skype/conference call, for the termly committee meeting.
- The Head Girl will co-host the School's Fashion Show with a member of staff.
- The Head Girl must be available to attend and speak at Prize Giving in the summer of Year 13.

In addition to these responsibilities, the Head Girl has a specific responsibility to co-ordinate the work of the Student Leadership Team.

Whilst we expect members of the Student Leadership Team to fulfil their duties at all times throughout their tenure, there is an understanding that Student Leadership Team duties must not take precedence over the academic progress of the pupil.

6. The application process

1. Year 12 students submit a brief letter or email of application to the Assistant Director of Sixth Form (Pastoral). The letter/email includes why the student believes they are suitable to be elected to the Student Leadership Team and which role(s) they wish to be considered for.
2. The school staff are asked to review the applicants and provide comments on the suitability of each applicant.
3. Each pupil applying for the Head Girl or Deputy Head Girl position or Sports Captain gives a speech lasting 1-2 minutes to the Year 11, 12 and 13 pupils and their tutors explaining what they wish to achieve as part of the Student Leadership Team. Students applying for Senior Prefect will not have to do this.



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4. Students applying for the role of Head Girl, Deputy Head Girl or member of the Student Leadership Team will be interviewed by the Director of Sixth Form and / or Assistant Director(s) of Sixth Form. Students applying to be Games Captain are interviewed by the Director of Sport.
5. All applicants will take part in a group creative task which will last around 20 minutes and will culminate in a short presentation to the Sixth Form Management Team and other applicants.
6. Applicants for Head Girl are interviewed either individually or in small groups by the Principal.
7. All evidence is reviewed by the Principal, Senior Vice Principal, Director of Sixth Form and Assistant Directors of Sixth Form, and a decision is then made as to which student will hold each post.
8. Each student is seen individually to be given brief feedback on their application and to find out whether they has been successful in securing a position on the Student Leadership Team. More detailed feedback is available to any applicant should they wish to receive this.

7 Training

Members of the Student Leadership Team are entitled to training to help them better fulfil their roles. Training includes an overnight residential Student Leadership Team training trip. Members of the Student Leadership Team are also able to attend student/prefect conferences, as long as these do not interfere with their academic studies.

8. Document Information

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