

# Wren Park Primary School

## Positions of Responsibilities



### School Council

#### How the school council are chosen

School council class elections take place every September. Children learn about having a voice, working with others and being part of a democracy.

Children from Year 2 to 6 can apply to be on the council. Pupils will do a small presentation to their class, listing the reasons why they think they would be a good school councillor and their ideas on how they can improve and make school a better place. Each class then vote for who they would like to be elected to represent the views of all pupils in their class.

#### Role of the School Council – developing decision makers

A school council is a formal group of pupils who act as representatives of their classmates in discussing school issues with Miss Rhoades and other members of staff, including the governors. It is a brilliant way of representing and contributing to Pupil Voice in our school.

The School council help to make decisions about how our school is ran and to take on projects that support children’s learning and development, such as organising charity events, theme days, school lunches, improving playtimes, discussing behaviour or ensuring the school is environmentally friendly

Our first official meeting is always about the role of the school council representative. We discuss things children can become involved in and how they are the voice of their class. Being a representative takes commitment and courage. You need to be a good listener, good communicator and a fair voice amongst many others. We meet half-termly and work together on ideas and initiatives, which are important to the children in each class and collectively as a school.



## **School Prefect**

### **How Prefects are chosen**

Whilst members of the School Council are chosen democratically, children in Year 6 have the opportunity to apply for the role. Children are encouraged to fill out an application form to state their interest in becoming a School Prefect. Applicants might then have an interview with their teachers and the Headteacher; the Headteacher then appoints successful applicants. Prefects are awarded badges that identify them to staff, pupils and visitors. Pupils are selected for their ability to lead others and are, indeed, pupil leaders. Prefects must lead by example through exemplary good manners and behaviour; good citizenship and through correct wearing of the school uniform.

### **Role of the Prefects – developing leaders**

Prefects are, in a sense, junior members of staff and are expected to take their role seriously. A prefect's role is varied and to be awarded a School Prefect badge is considered a real privilege. A prefect's responsibilities will include assisting in the management of the school; showing visitors around the school; helping with the induction of new pupils and staff; supporting the school office with jobs; working with classes during wet break times; helping the Headteacher with assemblies and directing pupil movement at key times during the school day. Maintaining order when outside of the classroom and encouraging children to walk in school.

Each week Prefects will select children across school to receive a certificate awarded from the Prefects for children they have noticed who have been kind, displayed our school values and who have shown positive behaviour.

Children from Year 6 may be added to the current group of Prefects as the year goes on, the list is never closed and the Year 6 teachers and Headteacher will appoint Prefects during the year.

The Year 6 School Prefects will collaborate with the Wren Park Rangers, with Prefects serving as senior leaders, while Rangers may report to and work within teams directed by a Prefect.



## **Wren Park Ranger**

### **How Rangers are chosen**

Wren Park Rangers work alongside Year 6 School Prefects. The role is similar to School Prefect. This opportunity is open to children in Years 4 and 5. Children will need to apply for role through an application form. Their teachers and Headteacher will then appoint successful applicants.

Rangers are awarded badges that identify them to staff, pupils and visitors. Our Rangers are role models for other students: they set the example by being honest, kind and reliable. They help their peers at playtimes, model fantastic behaviour and use good manners. They are trusted with jobs and demonstrate our school values.

The Year 6 School Prefects will collaborate with the Wren Park Rangers, with Prefects serving as senior leaders, while Rangers may report to and work within teams directed by a Prefect.

### **Role of the Rangers – developing responsibility**

- Work in a team or individually to assist school staff.
- Assist teachers from across the school with jobs.
- Follow instructions carefully.
- Monitor the uniform and corridor behaviour of students
- Take part in the induction of new pupils and staff to the school.
- To ensure that the level of their own study is maintained at the expected standard.
- Provide a role model to which lower school pupils aspire.
- To help maintain order when outside of the classroom and encouraging children to walk in school



## **School Librarian**

### **How librarians are chosen**

Year 6 pupils are required to read the job description of the role. Pupils will then consider whether they feel they could be a suitable candidate for the role of school librarian. Pupils are invited to apply for the role using the Librarian application form. Applications will be short-listed by the Year 6 teachers and SLT.

Short-listed candidates will then be given an interview. The interviews will be conducted by the Reading Lead.

### **Role of the Librarians – developing organisation**

#### **Duties**

- To help in the library at set times agreed with the Reading Lead.
- To shelve fiction books in order
- To shelve non-fiction books in subject order
- To help with library displays
- To help repair resources
- To help other students find what they are looking for
- Any other jobs which help the library
- To promote a love of reading, supporting children with their reading and taking part in reading activities and events in school. Such as supporting Word Book Day.

#### **Pupil librarians are**

- Reliable
- Hardworking
- Honest
- Cheerful
- Sensible
- Enthusiastic

#### **Pupil librarians also**

- Are willing to help others
- Have an interest in books
- Enjoy thinking on your feet
- Enjoy helping other people
- Have good communication skills



## **Young Sports Leaders**

### **How sports leaders are chosen**

This opportunity is open to children in Years 5 and 6. Children will need to apply for role through an application form. Their teachers and Headteacher will then appoint successful applicants. Sports leaders are children, who show great leadership qualities, are confident and have a strong interest in sports.

### **Role of the Sports Leaders – developing confidence**

Young sports leaders support active sessions during lunchtime to engage children within different types of sports. They lead wake up and shake assemblies every Friday afternoons. Sports leaders help to organise, setup and run activities for sport's day.

The benefits of Young Sports Leaders are that it encourages young people to take responsibility and develop leadership skills. It also continues to develop skills such as organisation, communication, confidence and self-esteem alongside planning and reviewing activities. Another huge benefit is the co-operation, which helps develop key social skills.

## **Wren Park News Reporters**

### **How News Reporters are chosen**

Wren Park News Reporters are selected from Years 3 to 6. Pupils who are interested in the role must submit a written application explaining why they believe they would make a good reporter. Mrs Harvey will review the applications, considering each pupil's communication skills, creativity, and enthusiasm for reporting on school events. Short-listed candidates may be invited for a brief interview to assess their suitability for the role.

### **Role of the News Reporters – developing communication and creativity**

Wren Park News Reporters play an essential role in keeping the school community informed about key events, activities, and achievements. They are responsible for gathering stories, interviewing students and staff, and writing reports for the school's newsletter 'The Wren'. The role helps develop important life skills such as clear communication, teamwork, and meeting deadlines.

### **Key responsibilities of Wren Park News Reporters include:**

Reporting on school events such as sports days, charity fundraisers, and theme days.

Writing articles for the school newsletter.

Conducting interviews with staff and students to gather insights for stories.

Presenting reports during school assemblies or special occasions.

### **News Reporters are pupils who:**

Are confident and articulate.

Have a passion for writing and storytelling.

Are reliable, organised, and able to meet deadlines.

Work well with others and are willing to take on challenges.

Show an interest in improving their communication skills.

By becoming a News Reporter, pupils learn how to work independently and as part of a team, developing critical thinking, creativity, and public speaking skills.