

P&C School Policy and information discussion

Mrs Bee Burnett came to the P&C meeting of 10th February, to request a review of school protocol in relation to Events, Student roles and annual traditions in light of variable student numbers.

The Executive committee asked for time to read and discuss Mrs Burnett's notes, gather statistics that will enable a positive discussion to be had at the P&C meeting on the 16th March.

The Executive committee meet on Saturday 5th March and held a discussion on the agenda item, below are our thoughts and solutions that will work under variable student numbers. Attached statistics are from 2013 to 2016, reason for this is kindergarten students who commenced in 2013 are in year 3 this year and able to be nominated for next year house and vice captains under current school policy.

We thank Mrs Burnett for bringing this to the P&C.

Policy Review – P&C would like to incorporate into the final policy – that a review is undertaken every 5 years to ensure the processes are still valid and functioning.

School Captains

- Current policy was created in 2005 and reviewed in 2013
 - is gender neutral
 - nomination and election process
- **P&C Recommendations**
 - Gender specific – 1 Male Captain, 1 Female Captain, 1 Male Vice-Captain, 1 Female Vice Captain
 - nomination and Panel process
 - Year 5 Students nominate themselves;
 - A Panel to be formed consisting of principal, P & C representative, parent or teacher or community member to conduct interviews;
 - A set of confidential questions is formed for the interview panel;
 - Each student is asked the same set of questions & evaluated by school merit and interview performance (academic, sporting). A calculation is used to confirm the person that is the highlight in all areas. This is a performance appraisal style process;
 - Student nomination must have a teacher and principal sign off on the nomination form. Any more than 3 think sheets or detention are considered not allowed to go for captain?

- Where student enrollment numbers are less than 100
 - ☐ Gender specific – 1 Senior Male Captain, 1 Senior Female Captain;
 - ☐ remainder of process is same as above.

☐ SRC – At present we don't have a visible school policy on the website

- P&C executive would like the following amendments to be considered
 - Students can only be elected two years in a row, the third year they can not stand for re-election. This allows other students an opportunity, they can stand again for election in the 4th year. Ensuring continuity of information, experience and rotation of students.

School information and policies that we believe should be on web site

☐ Sporting and Carnivals

- Example used is from Kiama public school website being part of our community of schools
 - [Sports & physical activity - Kiama Public School](#)
- What is offered?
- How does the house system work?
- Representative sport?
- Behaviour
- Gala days

☐ Garden club

- Our garden club has been promoted in our local paper and an integral part of the school. We should be promoting this on our website

☐ Debating Teams and Public Speaking

- Our school has been very successful under the guidance of Mrs. Behl-Shanks and Mrs McCormack. Public speaking is a valuable skill and we should be celebrating our success

☐ Presentation day

- Format and how awards are selected ie: all-rounder vs encouragement
- Awards
 - What is required by students to attain awards?

- Explanation of Citizenship award – perhaps a 2 minute speech at the beginning of the presentation of the Citizenship awards outlining what is means to be worthy of such an award?
- P&C would like to sponsor an encouragement award – one per class, recipient chosen by the teacher

❓ JPS Welfare documentation

- Virtue program should this be replaced with learning behaviours?

P&C Executive suggested timeline

1. Step 1

- ❓ Week 8, Term 1 - Motion put forward by P&C Exec that the recommendations regarding Student Leadership and SRC are placed on the school website for school community consultation. Feedback from school community, parents, staff, must be in writing, letter or note to P&C secretary, Naomi Poole or via email jamberoosecretary@gmail.com (preferred);
- ❓ Principal to discuss recommendations with staff and to provide feedback to P&C Exec as above;
- ❓ all feedback due by Friday 29th April (week 1 Term 2)
- ❓ Week 8, Term 1 – P&C Exec to discuss need for school policies to be placed on website and suggest policies which may take priority as per above; Principal to discuss recommendations with staff and to provide feedback to P&C Exec by Friday 29th April (week 1 Term 2).

2. Step 2

- P&C Exec to collate feedback and prepare updated recommendations, and/or summary of feedback notices;
- Week 3, Term 2 - feedback notices and amended recommendations tabled; changes made to recommendations based on discussion at meeting;
- Amended recommendations put back on school website for school community and staff consultation.
- Invitation to financial members and stakeholders to attend P&C meeting Week 8, Term 2 to vote on policy recommendations;

3. Step 3

- Week 8, Term 2 - final amendments made at P&C Meeting;
- Motion put forward to pass recommendations and vote taken.

Note: If feedback is varied and comprehensive, P&C Executive will recommend the formation of a Committee for the purpose of review of these policies and recommendations.