

LORETO ABBEY

DALKEY

STUDENT COUNCIL C O N S T I T U T I O N

"Loreto/IBVM education is concerned with leadership development and formation for all: trustees, management, school staff, parents and students. Loreto/IBVM education seeks to develop dynamic leaders, with 'heart', wisdom, vision and the will to influence and bring about change in society." (Kolkata Guidelines p.6)

Definition and Title

A student council is a representative body composed of students chosen by their classmates to participate in the government of the school and work in partnership with school management, staff and parents for the benefits of the school and its students.

The body shall be known as the Loreto Abbey Dalkey Student Council.

Aims and Objectives

To represent the views of the student body to the School Management.

To facilitate the discussion of issues concerning students.

To organise and assist with the organisation of school sporting, cultural and fundraising activities, including but not limited to;

- School active day/week
- School talent show
- School spirit day

Elections

Elections will be held for all candidates from 1st to 5th year in September at the beginning of the academic year.

At least one member of each tutor group will be elected.

Nominations within the tutor group will be proposed and must be seconded.

Elections will take place if more than one candidate is nominated.

The tutor will be responsible for the organisation of elections and counting of votes within the tutor group. Elections will be by secret ballot.

The Head Girl, Deputy Head Girls and 6th Year prefects, elected prior to the beginning of the academic year, will represent 6th year students.

At least one staff member will be appointed by the school management as liaison between the Council and staff, and as advisor to the Council.

Membership

The Council will sit for one academic year.

The Head Girl will be appointed chairperson and Deputy Head Girls appointed Deputy Chairpersons at the first Council meeting of the year.

The Council will appoint a Secretary, Treasurer and Public Relations Officers at the first Council meeting of the year.

A Council member whose contribution is consistently inadequate may be removed from the Council by the agreement of the Council and School Management.

The Council may be suspended or disbanded only by the Board of Management.

Council members will be obliged to attend all Council meetings.

Should a seat on the Council become vacant for any reason, the student will be replaced by the next candidate on the election list from her tutor group or by re-election within her tutor group if necessary.

Roles

The Chairperson will be responsible for the arrangement and chairing of meetings, and for the writing of the agenda for each meeting with the Deputy Chairpersons and Secretary.

The Deputy Chairpersons will assist the Chairperson and may act as Chairperson if necessary.

The Secretary will take a list of attendance at each meeting and will take minutes of each meeting.

A copy of this information is given to the Chairperson, Deputy Chairpersons and School Management.

The Treasurer will be responsible for the collection and distribution of money and management of budget.

The Public Relations Officers will inform the student body of the work of the Council by means of, including but not limited to:

- The student council noticeboard
- School email

- School website

Other roles or sub-committees may be created as necessary.

All Council members should act as a means of communication between the students they represent and the Council and actively participate in Council meetings

Meetings

The Council will meet at least once every month.

Additional meetings may be arranged.

Meetings will take place in the school building outside class hours.

The Chairperson will be responsible for the organisation of meetings.

The agenda for each meeting will be drawn up* by the Chairperson and Deputy Chairpersons prior to the meeting.

Items for the agenda must be submitted to the Chairperson or Deputy Chairpersons at least one day before the meeting. Items that are not on the agenda may be discussed at the end of the meeting.

No individual student or staff member may be discussed at Council meetings.

A vote will be held to pass any decisions. In the case of a split vote, the Chairperson may exercise a second, casting vote.

Recommendations of the Council will be presented for approval to the school management by the Chairperson, Deputy Chairpersons, 6th year prefects or, where appropriate, any other member of the Council.

The student body will be informed of any decisions made by the Council and approved by the School Management, unless under circumstances deemed exceptional by both the Council and the School Management.

Constitution

This constitution is provisional and will be subject to annual review by the Council and/or school management.

Changes to the constitution may be initiated by the Council or School Management.

Any changes made to the constitution must be ratified by the Board of Management.

All Council members will be given a copy of this Constitution at or prior to the first Council meeting of the academic year.