

Waddesdon Church of England School Student Council

The Constitution

Section 1 – Name

- 1) The name on the council shall be ‘Waddesdon Church of England School Student Council’.

Section 2 – The Aims

- 1) The Student Council will be the democratically elected representatives of the student body, giving all students the experience of democracy in action.
- 2) Councillors will involve all students in sharing ideas to make our school as effective and strong as it can be.
- 3) Councillors will strive for the best interests of the school, its students and all people who work in it.

Section 3 – The Functions

- 1) The Student Council will provide a means of consultation amongst students, staff, the Leadership and Management Team and the Governing Body.
- 2) The Student Council will authorise and monitor the spending of the Student Council Budget.
- 3) Councillors will represent the views of their electorate during discussions and debates and will make decisions on their behalf, in consultation with staff and Governors where necessary.

Section 4 – The Membership

- 1) The Student Council shall consist of 12 fully active and voting members of the student body.
- 2) These shall consist of 2 members as elected in January each year, from each of Years 7 to 13.
- 3) The Council shall also include the Headteacher or his/her representative, the Citizenship Co-ordinator and a link Governor who may contribute to discussions and advise but may not vote.
- 4) The Council’s work will be supported by four Action Groups: Teaching & Learning, Learning Environment, Eco-School / Restaurant and Behaviour & Well-being. The unelected members of these Action Groups will develop Action Plans and be accountable to the Student Council.

Section 5 – Elections

- 1) The student Council year shall run from January to December.
- 2) In the December meeting of every year the members shall resign from the council.

- 3) Members may stand for election every year, without restriction, subject to section 10 (2) below.
- 4) Elections will take place as a matter of course each January.
- 5) The Student Council arranges the elections, observing the following parameters:
 - a) Candidates may nominate themselves or may be nominated to the Clerk by other students or a member of staff.
 - b) Candidates must prepare a speech to indicate to their year group their suitability for the role of Councillor and what their priorities would be if elected. This speech should be delivered in person by the candidate. This must happen even when a vote is not required.
 - c) If there are no more than the requisite number of candidates and those candidates are of the required sex, then no election is required. The candidates will then be considered elected without a vote.

Section 6 – Meetings

- 1) A meeting of the Student Council or the Student Action Groups will occur every calendar month except August.
- 2) Where business is so heavy that it cannot be covered in the monthly meeting, the Council may by agreement call a supplementary meeting.
- 3) The date of meetings will be agreed at the end of the previous meeting, taking into consideration other events in order to ensure that as many Councillors as possible are able to attend.
- 4) In agreeing to stand for election to the Council, Councillors accept that they should give priority to Council business except where they have declared a prior arrangement at the time when the date of the meeting is decided.

Section 7 – Quorum

- 1) A quorum shall be half the council members plus one, of which there must be at least one member from each year. There must also be present either the Headteacher or the Citizenship Co-ordinator, or a designated member of staff in their stead.
- 2) If no quorum is present then the meeting may continue but no matter may be voted upon.

Section 8 – Communications, including the Minutes and Agenda of Meetings

- 1) The Agenda and Minutes shall follow the traditional format as attached to this constitution. (Appendix A)
- 2) The Agenda shall be constructed by the Clerk to the Council, as instructed by the Chairperson, and produced and circulated to Councillors by the Headteacher's PA at the request of the Clerk. This will be after consultation by the Chairperson and the Clerk with the Headteacher (or his/her representative) or the Citizenship Co-ordinator. Any Councillor wishing to have a matter discussed at a meeting may

ask the Clerk or Chairperson to add it to the Agenda or may bring it up under Any Other Business, having given at least 24 hours' notice to the Chairperson or Clerk.

- 3) The Agenda shall be circulated to Councillors no less than three working days prior to the meeting.
- 4) A copy of the Agenda shall also be posted on the Student Council noticeboard.
- 5) The Clerk to the Council shall take the minutes of the meeting.
- 6) Those minutes shall contain Action Points to be observed by relevant Councillors.
- 7) The minutes shall be circulated by the Headteacher's PA at the request of the Clerk, to all Councillors within one week of the meeting in order that Action Points may be observed.
- 8) The minutes shall not be posted on the notice board unless the Council wishes this to happen.
- 9) A report on each meeting shall be given by elected members to their year groups at year group Assemblies as scheduled.
- 10) Two representatives (1 boy and 1 girl) shall attend the termly meetings of the Governing Body in order to deliver a report and to engage in discussions with Governors about Council business.

Section 9 – Conduct and Procedure at Meetings

- 1) Officers of the Student Council will be elected at the first meeting of the new year and will hold office until the end of the year or until a successor is appointed.
- 2) Officers of the Student Council shall be elected by the Council and shall comprise a Chairperson, a Vice Chairperson, a Clerk, and a Treasurer.
- 3) Issues will be decided by a simple majority of those present and voting. The Chairperson has a second deciding vote in the event of a tied vote.

Section 10 – Removal of Councillor from Office and Replacement Procedure

- 1) The Student Council may vote with a two thirds majority to remove from the council any councillor who:
 - a) Fails to attend 3 consecutive meetings without a reason that the Council considers to be acceptable OR
 - b) Fails to attend any 4 meetings in one year without a reason that the Council feels to be acceptable OR
 - c) Behaves in an unacceptable way in Council meetings, as decided by the Council OR
 - d) Behaves in a way either in or out of school that the Council considers to bring the Council or the school into disrepute.
- 2) If a Councillor is removed from office he/she may not stand for re-election.
- 3) Once a Councillor has been removed from office the Council shall consult with the relevant Head of Year to co-opt a suitable replacement of the appropriate sex. This replacement shall hold office until the end of year and then stand for election if he/she so wishes.

Section 11 – Finance

- 1) The Student Council shall apply to the Governors Finance Committee annually for a budget not exceeding £500.
- 2) The Student Council has the power to raise funds from external sources.
- 3) The Council will approve, authorise and monitor spending and will present accounts annually in December to the Principal Officer and the Governing Body.

Section 12 – The Constitution

- 1) The Constitution can be changed only after a 2/3-majority vote of the whole Student Council, plus the agreement of either the Headteacher or the Citizenship Co-ordinator.

Section 13 – The Headteacher’s Power of Veto

- 1) The Headteacher retains the power to veto any decision made by the Council which he/she considers as constituting
 - a danger to the health, safety or welfare of students and/or staff
 - a danger to the efficient running or good order of the school
 - a threat to standards in the school or the school’s reputation in the community
 - a barrier to the learning and progress of students and the ability of staff to carry out their work
- 2) The Headteacher’s veto will only be operative if it has the full support of the Link Governor.
- 3) In cases where the Headteacher and Link Governor do not agree on the use of the veto, the issue will be referred to the full Governing Body, whose decision will be final.