

The Community School of Auchterarder

PREFECT POLICY



2023-24

Prefect Policy Aims

The purpose of this document is to provide a framework for our prefect system, ensuring all involved, staff, parents/carers and pupils, have a clear idea of the requirements of this important role.

The policy is aimed at all Prefects (S4-S6). However, certain aspects of the policy can be used when other year groups take on the role in a temporary capacity.

Job Description

The Community School of Auchterarder values the contribution which Prefects make to the smooth and efficient running of our school. The Prefects must carry a great deal of responsibility, which is vital to assist with the smooth running of the school. The Prefects' role continues to develop and therefore to try and define it totally will only limit the flexibility of the role and the pupils who take on the role.

The role of Prefect (S4-S6) incorporates the following key tasks:

- To act as good examples to all other pupils in terms of attitude, behaviour, uniform, punctuality, courtesy, study and attendance.
- To represent all pupils at the Community School of Auchterarder in promoting the good name of the school within the community.
- To uphold and promote the school values: Happy, Engaged, Ambition, Respect and Trustworthy.
- To wear their Prefect badges and Prefect ties at all times in school and to make arrangements to replace them if lost.
- To assist in the smooth running of the school by performing the following duties:
 - o Patrol duties at break and lunch times
 - o Patrol and support pupil behaviour on public transport
 - o Public relations
 - o Take an active role assisting with the care and welfare of all pupils
 - o Assisting at Parent/Teacher evenings
 - o Assisting staff during extra- curricular activities
 - o Taking an active part in year and full school assemblies

In addition to the above practical tasks, all Prefects are required to set the highest standards to which the younger pupils aspire. Prefects are expected to perform in such a manner that others in the community see them as positive role models.

House Captains (S5/6 only)

A small number of Prefects will become House Captains and they will have additional responsibilities to those of a Prefect with a particular focus on improving and building a sense of House identity. House Captains have a representative function for their House, putting forward ideas, views, and issues relating to school life in general and also views that relate to school improvement.

In addition, House Captains have responsibility for delivering an assembly to the year group; monitoring the Prefect rota on a daily/ weekly basis and attending meetings during the lunch hour.

House Captains are appointed from those who apply for the role of Prefect and have notified the school, through their application, that they wish to be considered for the role. Following the initial completion of the application form, there will be an interview to determine suitability for the role which will also take cognisance of each young person's commitment and engagement to school throughout their time at TCSOA.

The role of School Captains (S6 only)

The role of the school captains incorporates the following aspects:

- The school captains have a specific role to play in chairing the School Council meetings. They will also chair the termly Prefect Team meetings.
- Provide regular updates to members of Parent Council at Parent Council meetings throughout the session.
- Both school captains will deliver a speech at our School Awards Ceremony.
- Preparing a half-termly report for the newsletter on school life from the pupils' viewpoint.
- Leading by example in all aspects of school life, reflecting the most desirable of role models.
- Other duties may include acting as the voice of the pupils at a termly SLT meeting when required.

Selection Criteria

Staff consider Prefect suitability based on each young person's promotion and display of our school values:

Happy, Engaged, Ambition, Respect and Trustworthy.

In addition, staff will consider each young person's school history and the positive impact they have made to the life of the school including levels of cooperation, conduct and maturity.

It is highly desirable for School Captains to have demonstrated their commitment to the school by becoming a Prefect in S4 and S5.

Prefect Training

The role that Prefects are asked to carry out is diverse and, at times carries a great deal of responsibility. Therefore, training is organised along with 3 team building activities throughout the year.

The objectives of the training are as follows:

- To develop communication skills.
- To analyse the qualities required of a pupil leader.
- To understand the importance of teamwork.
- To develop an understanding of the concept of leadership.
- To develop sound decision-making skills for the benefit of the school community.

Expectations

Those appointed to the role of Prefect are under the spotlight and consequently the demands on them to perform consistently well are high. They will be required to work to their potential each term. If Prefects do underachieve, they risk having their status taken away and losing their position. It goes without saying that the same applies to behaviour. However, it is recognised that not everyone is perfect, and that young people make mistakes. Therefore, each situation will demand a different solution depending upon the circumstances. Those pupils who take on the role will accept it formally by signing an agreement that expresses the ethos of this policy.

Parents/guardians will also be asked to endorse the agreement.

The Prefect Agreement

I,, willingly accept the position of School Prefect

and I always agree to carry out all Prefect duties to the best of my ability. I

will always abide by all school rules and regulations, including uniform. Failure to do so may result in the loss of my Prefect position.

Pupil Signature

Parent/guardian signature.....