



STUDENT COUNCIL
CONSTITUTION
2018-2019
NEWPORT COLLEGE

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Newport College Student Council Constitution 2018/2019

Role of the Student Council

- To create in cooperation with the Principal, staff and students, a better school life for the students of our school.
- To provide students with opportunities of leadership and to develop in all students a sense of responsibility.
- To encourage the students in the school to become more aware of how the school is run and to constructively identify and express their needs.
- To contribute to the overall school development by being involved in school policy development and to be a resource in working in partnership with the management of the school.
- To act as liaison where appropriate between the students and the teaching staff and management.

Structure of the Student Council

The council will consist of three democratically elected representatives from first year, two representatives (one boy and one girl) from second, third, transition year and fifth year, one representative from LCA and one from sixth year.

Elections

- Elections will be democratic and by secret ballot.
- Only the students will vote in Student Council elections.
- Teachers will short list where more than two students from each group are nominated.
- Each student will have only one vote.
- Students will be invited to put their names forward for election.
- To run for the council, a student must be proposed and seconded by members of their class or year as appropriate.
- If there is more than one candidate going forward an election will be held. If there is only one candidate, they are deemed elected once they have been proposed and seconded.
- Ballot papers will be produced.
- The votes will be counted by a nominated teacher/s and kept for verification.

Term of Office

Each member will serve for one academic year, from the date of election until the following June. If students wish to stay on the student council for an additional year they must follow the nomination procedure.

Officers / Activities

After the council has been formed, the entire council must elect the following officers:

Chairperson

Deputy Chairperson

Secretary

Deputy Secretary

Treasurer

Deputy Treasurer

Events Committee

Public Relations Officer

Deputy Public Relations Officer

- These positions will be filled by a democratic secret ballot.
- The positions of PRO and Treasurer may be held jointly.
- The chairperson will run the meeting, adhere to the agenda and direct all comments through the chair. The Chairperson will endeavour to ensure that all council members have the chance to express their views.
- The Vice Chairperson will act in the absence of the Chairperson or Secretary.
- The Secretary will record the minutes in a designated minute book.
- The Treasurer will manage Student Council funds and report on financial affairs to a meeting.
- The PRO will publicise Student Council activities, issue press releases, maintain the Student Council notice-board and make relevant intercom announcements.
- All members will report back to their classes on matters discussed at meetings and bring issues raised by their classmates at meetings.

Meetings

The Student Council will meet monthly when possible on Mondays at 1.20 in Room 17. Additional meetings may be called as required. A student Council Liaison Officer will usually be present at all meetings. The teacher will assist in the smooth running of the meeting but in so far as is possible, students should run their affairs entirely on their own initiative. For any major decision to be voted on or agreed, at least two thirds (8/12) of the council must be present at the meeting. For a majority ruling, two clear votes is required.

Attendance / Discipline

When a council member had advance knowledge that they cannot attend a meeting, they will inform the chairperson or liaison teacher. The council may co-opt a replacement where necessary.

If a member misses three consecutive meetings or five in total during the year without a valid excuse, they may be asked to step down.

A code of conduct will be drawn up to ensure the council carry out their duties and that the council not brought into disrepute by members who seriously misbehave. This will be part of the schools code of behaviour.

Changes to the Constitution

Any changes to this constitution must be voted upon by the Student Council. The constitution and Members Contract will be reviewed yearly or as appropriate. At least two thirds (8/12) of the council must be present at any vote.

Contract of Behaviour

All members of the council once elected must sign a Members Contract once it has been reviewed and amended where appropriate.