

## Head School Council Leader Job Description



### Character

The Head School Council Leader (HSCL) has an enthusiasm for improving school for all of the pupils. They are keen to get the ideas and views of others so that all voices are heard. The HSCL demonstrates exemplary behaviour to the pupils at all times. They are welcoming nature and are able to communicate effectively with all of the School Council Reps, from Year 1 to Year 6. The HSCL demonstrates the school values ~ Confident, Valued, Prepared and Successful.

### Job Role

The Head School Council Leader will have the following responsibilities:

- Meet with the Headteacher to plan out the School Council Priorities for the year.
- Chair the School Council Meetings.
- Ensure that all pupil voice is included.
- Lead assemblies
- Take notes from the meetings.
- Suggest new ideas to improve the school.
- Check that School Council Reps are carrying out their duties.
- Feedback any questionnaire or data collection results to the Headteacher.
- Being an exemplary role model to all pupils.
- Encourage all School Council Reps to share their ideas at meetings.
- Take the lead in organising any School Council event.
- Take the lead in giving jobs/roles to other School Council Reps.
- Promote the school values ~ Confident, Valued, Prepared, Successful.

