

Pupil Voice:

School Council; Eco-Warrior; SNAG representatives

What is a Rep?

Reps are elected by their class or year groups (depending on the council you want to represent) and their job is to represent those people who elected them. They act as a link between their class and other groups – school council, Eco Warriors or School Nutrition Action Group (SNAG). Reps have to be willing and able to put forward other people's views even if they disagree with them.

What kind of person makes a good rep?

- Approachable.
- Good listener - everyone in the class has to feel comfortable talking to you.
- Organised - it will be your responsibility to make sure meetings happen in your class on a regular basis and you feed back the minutes from the meeting.
- Assertive - the opinions of your class are just as important as everyone else's.
- Efficient - discussions must cover a lot of issues in a short space of time.
- Fair - everyone has the right to express a point of view.
- Good communicator - you need to be able to work with staff and students from across the school.
- Be committed to attend all meetings.



So if I were a rep what would I actually have to do?

As a rep you have three main jobs:

- Collecting the views of your class and passing them on to other committees.
- Letting your class know what goes on in the meetings you attend.
- Taking an active part in meetings.

To do these jobs well you should have regular meetings with your class where you will listen to people's concerns and issues and note them down. Remember that not everyone likes talking in meetings, so make sure you are approachable in other ways. Make it clear that people can talk to you at break times. Encourage people to write their suggestions down and put them into the suggestion box so they can be shared at the next meeting. You will need to put forward your class's views at the pupil voice meetings. You are the link between the pupil voice and your class so you need to let your class know what happened in the other meetings, any decisions that were made or questions that need to be asked. It's particularly important to make sure you know what is happening to suggestions made by your class. It's your job to let them know that their ideas are being taken seriously. You need to be prepared to go to meetings and make yourself heard, but also be willing to listen and discuss. Remember, you are there to represent all the different points of view that people in your class may have, so you need to spend time listening to your class and be flexible enough to put across a range of opinions.

That's quite a job; what help can I get?

Yes, being a class rep is a really important job but don't worry, you're not alone! You will be supported by Mrs Hall, Mrs Tucker, Mrs Plociennik, Miss Delginova and Mrs Ball. Also, make sure you use your class teacher. Without his or her help you'll find it difficult to organise meetings with your class.



How often would I be doing things?

When?	What?	With whom?
All the time	Listen to your peers within your class and year group	Your teacher and any other reps from the year
All the time	Encourage everyone to write down their suggestions and put them in the suggestion box	Your teacher and any other reps from the year
Every three weeks	Empty the suggestion box and bring them to the meeting	Other reps from the council
Every three weeks	Bring any ideas from your class and the suggestion box to the meetings for discussion	Mrs Hall, other reps from the council
Every three weeks	Report back to your class which suggestions have been actioned and what decisions were made. Encourage your teacher to read the minutes sent by Mrs Hall from the meeting.	Your teacher and any other reps from the year
Once a year	Stand for election	The whole class / year group

Sounds great! What do I do next?

1. Complete the application form and give it to Mrs. Hall.
2. Prepare a speech to present to your class
3. In it, include the following details:
 - Your name and class
 - Reasons why you **want** to be a school councilor
 - Reasons why you would make a good school councilor

