

## PADL School Council Awards - Primary Schools

### Bronze Award

| Council Procedures   | Council links within the school   | Council links beyond the school   | Council activities  |
|--|---|---|---|
| School Councillors are voted for anonymously by all children in the school   | A link member of staff is appointed to support the council and provide feedback to other staff.             | Children and staff are aware of Children's Rights (UN Convention for the Rights of the Child) | There are opportunities for the School Council to communicate with the rest of the school (eg on a notice board, in assemblies) |
| All councillors are equal and have the same chance to take part and put in their ideas                                 | Every class has the ability to feed in and feed back  | Parents and governors are aware of the existence of the school council                        |   |
| Whole council meetings are held at least once every half term  | The school makes sure that every child has a voice, including the youngest children                         |   |   |
| The children are working towards holding officer positions on the council  | Children's skills in participation are being developed within the curriculum                                |   |   |
| Children have a say in the agenda of the council (Agenda is a list of things that you need to talk about in a meeting) | The senior management team of the school support the school council, and there are ways for them to respond |   |   |
| A constitution or ground rules are established for the school council  | An appropriate time and place is allocated for school council sessions                                      |   |   |
| A system exists for change over of members which ensures continuity and gives everyone a chance to take part           | <b>All</b> staff are aware of the school council and their role in relation to it                           |   |   |

### Silver Award

For this award, all the criteria for the previous award must be met, with the changes or developments indicated here also being met.

| <b>Council Procedures</b>   | <b>Council links within the school</b>  | <b>Council links beyond the school</b>   | <b>Council activities</b>   |
|---|---|--|---|
| School Council meetings are held at least once a month  | Every class can put their views forward to the school council and there should be a class meeting then a council meeting then a class meeting again and so on | The council has links or is developing links to local schools  | The school council contributes to the school's newsletter and website (where they exist) to inform all members of the school community about its work |
| Different ways are used to discuss issues in the school council   | A system is set up to help the youngest children take part (eg 'buddying' by Year 6) outside the school council sessions                                      | The school has considered the role of the school council in relation to the 'Every Child Matters' outcomes | The council can show that it has achieved successful projects and new ideas, with funding provided as appropriate                                     |
| Within the school council, officer posts are held by children, and they are voted in  | There is a clear understanding of the role of the link teacher in relation to the school council  | Parents and governors are informed about the role of the school council and its work                       |   |
| There is an introduction and training process for new councillors   | The school council has ways for two way communication with the senior management team   |  |   |
| Yr5 & 6 council members look after and support younger members in the school council  | The school council has a system to present a yearly report of its achievements to the whole school  |  |   |
| In line with the curriculum, all children are taught about the fair process of councils, including class representatives as school councillors, nomination, manifestos and voting | A regular timetable of meetings is planned in advance and displayed appropriately   |  |   |
| Children can vote for themselves as school councillors and present their manifesto to the class   | All staff are invited to a training session about school and class councils   |  |   |

|                                    |   |  |  |
|------------------------------------|---|--|--|
|                                    |   |  |  |
| A written constitution is in place | Different ways are in place to help children to put issues, concerns or suggestions to the school council, for example a suggestion boxes |  |  |

### **Gold award**

For this award, all the criteria for the previous award must be met, with the changes or developments indicated here also being met.

| <b>Council procedures</b>   | <b>Council links within the school</b>  | <b>Council links beyond the school</b>   | <b>Council activities</b>  |
|---|---|--|--|
| The school is committed to having a school council in the long term                               | The council is involved in contributing to the School Improvement plan  | The school council is actively involved in the local community   | There is communication between the school council and the governing body |
| Every child has the opportunity to produce their own manifesto.                                   | The council has clear links to the governors and their meetings   | Local councillors/MPs are invited to discuss issues with the school council                                    | The children keep a record of budget spending, and report on it          |
| The council has a process for checking and evaluating its own work                                | The school council is given a budget, the spending of which the children have the major say over                              | The time and place of meetings are shared with other people including parents and governors                    |  |
| The school council agenda is agreed in advance and is displayed and given out to whoever needs it | The school council is consulted with over important decisions in school that affect children, including curriculum and policy | Parents, governors and other interested people are invited to a session to learn more about the school council |  |
| Whole council meetings are held at least once a month, with class meetings in between             | The school is in the Healthy Schools scheme and the school council is part of the process                                     | There are chances to communicate between the school council and parents and the wider community                |  |
| The constitution is displayed in every classroom  | Where a new staff appointment is to be made the school council has the chance to have their say                               | The school implements the UN Convention of The Rights of the child through written policy                      |  |

### Platinum Award

For this award, all the criteria for the previous award must be met, with the changes or developments indicated here also being met. The platinum award may be gained one year after having achieved *Gold* level, or longer if *Gold* level has been sustained.

1. The school is an *Assessing School*, with a minimum of 4 *Child Assessors* trained in school at any one time. These *Assessors* will have received training for this role and be able to describe the process of assessment to others.
2. The *Assessors* will have visited and assessed at least two schools (at any level) within the last year.
3. The school is a *Supporting School*, and on hand to assist pupils and link teachers from other schools with their *School Councils*.
4. The school will have supported at least two other schools with school council issues during the last 12 months, and have the paper work as evidence to show they have done this.
5. The school actively involves its pupils in school policy development, and is able to produce evidence of this.

### Glossary

**Agenda** - a list of things that need to be talked about at a meeting

**Ballot** - a way of voting in secret by marking a paper and putting it into a special box

**Budget** - a sum of money

**Constitution** - a set of rules or guidelines that the school council have to agree to and follow

**Curriculum** - what you have to study at school

**Election** - choosing by voting for people to be school councillors

**Hustings** - a chance to say all the things in your manifesto to make people vote for you

**Manifesto** - your qualities and aims to make people vote for you. It can be in leaflet form, flier or poster

**Nomination** - putting yourself or others forward to be voted for

**Policy** - an agreed course of action, usually written down

**School Councillors** - a member of the class, or year group, who puts forward the classes views to the school council and feeds back to the class

**Vote** - showing your support, e.g. by showing of hands or a ballot