



Belvedere College SJ

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Name of Policy/Document	Student Council Constitution											

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STUDENT COUNCIL CONSTITUTION

1. Terms of Reference

1.1 The College Council and Year Councils act as a channel of communication between the students and the College authorities.

1.2 The College Council and the Year Councils together provide a formal structure through which the issues of concern to the students may be addressed.

1.3 At the base of this structure, Literacy periods allow Class Captains to report back to their Forms and to consider new proposals. Every half term reports are to be submitted by Class Captains to the Student Council. It is the discretion of the Year Head to call meetings of the Year Council.

1.4 The Year Council's function is a subset of the College Student Council so that all Belvedere Students are represented.

1.5 The Year Councils may not implement decisions without the approval of the Headmaster. The Year Councils may approach the Headmaster with issues through the Student Council.

1.6 The Councils may discuss and make representations on matters concerning the well-being of the student body, arrangements which may have an impact on the student body and on social and environmental matters of concern to them.

1.7 Matters relating to individual teachers, members of staff, or students are excluded from the business of the Councils. The focus of proposals is on policies and procedures as they affect students.

1.8 Matters concerning particular classes should, generally speaking, be considered by the class concerned with their Form Tutor.

2. Composition

2.1 Each Year Council consists of the Class Captain and the Deputy Class Captain of each class and the Year Head or their representative.¹

2.2 Two people to be elected to the School Council from each year from the pool of Class Captains /Deputy Class Captains and three representatives from 5th year. The election to the Student Council takes place in early January. The term of office of the Student Council will run from January to January.

¹ Each class formally nominates (with proposer and seconder) candidates for the role of Class Captain and Deputy Class Captain.

Lists of candidates, proposers and seconders are published in the class prior to election or on the class Teams group.

In the event of any Form failing to nominate candidates, the Form Tutor will invite students to put their names forward for election.

The Form Tutor holds formal elections, by secret ballot and proportional representation (single, transferrable vote) in each class. The Year Head acts as Returning Officer.

2.3 The chairperson is to be selected from the core group. A member of the School Officers is automatically a member of the Council and their function is to liaise with the Headmaster. It is not necessary for the School Officer to be elected Chairperson however they are still eligible for election.

2.4 In the absence of the Chairperson those members present elect a Chairperson for that meeting.

2.5 The Student Council may invite a representative from the relevant society if an issue arises. The representative will then discuss the issue with the council but will not vote on the matter.

2.6 Each member may only represent one constituency.

2.7 The Headmaster and his nominees are non-voting members of the College Council.

2.8 The secretary represents the College officers on the Council.

3. Election of Representatives

3.1 Each class formally elects the Class Captain and Deputy Captain. Each Form Tutor must co-ordinate the election of class representatives, the system of election is laid out in the Appendices.

3.2 First Year elections take place later in the first term to give these students time to settle in.

3.3 At the first meeting of each Year Council, representatives may put their names forward for election to the College Council by members of the Year Council.

3.4 The Year representatives and vice representatives are elected by a system of proportional representation.

3.5 The candidate with the highest number of votes takes up the position of Year Representative on the College Council and the candidate with the second highest number of votes takes the position of Vice Representative.

3.6 In the event of a tie a new election is held.

3.7 The officers involved in each sport/society may attend meetings of College Council when appropriate.

4. Rules and Procedures

4.1 The College Council normally meets as soon as possible after the Form Tutor periods and Year Council meetings have taken place. College Council meets every two weeks.

4.2 Where possible, Councils should strive for consensus in arriving at decisions. Where this is not possible, a simple majority will suffice. In the event of a tie, the matter shall be referred to the next meeting.

4.3 Each Council shall meet at least five times per year.

4.4. A quorum shall consist of four people.

4.5 No student may hold the same office for more than two consecutive years.

4.6 It is the duty of each of the core representatives to report as appropriate to the Year Councils.

4.7 In the event of a representative being suspended from school or placed on report, he automatically excludes himself from the activities of the Council for one month.

4.8 A representative who misses three consecutive Council meetings, without an acceptable excuse, forfeits his place on the Council.

4.9 The Constitution may only be amended by a majority of two thirds of the College Council.