



# LORETO HIGH SCHOOL

BEAUFORT, RATHFARNHAM, DUBLIN 14

Telephone: 4933251 – Fax: 4933054

## CONSTITUTION OF THE SCHOOL COUNCIL

### **ARTICLE 1 – Aims and Objects.**

The Primary aim of the School Council shall be to foster among the students a sense of responsibility as well as an active involvement in the running of the school. To develop leadership qualities and organisational skills.

It shall reflect the ideas and opinions of the students and shall be the official organ through which members of the student body may communicate with the administrative and teaching staffs on matters of general interest to the school.

The council shall strive to encourage a good school spirit of co-operation, understanding and mutual respect between staff and students.

It is hoped that the Council will be a reflection of the vitality of the school and that it will provide the school with incentive and inspiration.

### **ARTICLE 11 – Representation.**

*The council will consist of*

- *Head Girl, Deputy Head Girl and up to 5 Senior Prefects*
- *Current class prefect*

### **ARTICLE 111 – Officers**

**Chairperson:** It shall be the duty of the chair to call the meeting to order and to preside at the meeting. She may call an extraordinary meeting of the Council for a good and sufficient reason. She may represent the Council officially but she may not issue statements or make decisions without the consultation and approval of the Council.

**The Organising and Correspondence Secretary:** It shall be the duty of the organising and correspondence secretary to act as chief executive of the Council. She shall have charge of giving all Council members verbal notice of meetings at least 4 days beforehand. The Organising Secretary may represent the Council officially but may not issue statements nor make decisions without the consultation and approval of the Council.

**The Record Secretary:** It shall be the duty of the Record Secretary to keep a true and accurate account of the proceedings of each meeting. She shall be responsible for the safe-keeping of the minutes of the Council and for writing an annual report on the work of the Council for the year. She shall present this report to the staff and student body. Copy of minutes shall be posted on student board and also on staff board.

#### **ARTICLE IV – Meetings.**

The Council shall meet at least once a month, notice having been given by the Secretary.

The Council may invite any member of the staff or the student body to an ordinary meeting. Such a person shall attend as an observer only. She may act in an advisory capacity and may be consulted, but shall not have the right to vote.

The Council shall invite the Principal to attend one meeting at least during the academic year.

The Council shall adopt its own procedure for meetings and may appoint from among its members sub-committees or “responsables” to execute specific assignments. Sub-committees must report regularly their progress.

A Deputy Chairperson shall be appointed at the beginning of each election to assist the chairperson.

Each member of the Council, including the Chairperson, may vote on a proposal if necessary. A motion is carried by a majority result.

#### **ARTICLE V – Communication**

The Council shall request in writing for a meeting with the Principal, the teaching staff or with individual members of the staff. Such a request must state the nature of the business to be discussed. The Council shall be represented on such occasions by the Chairperson and by a member appointed by the Council.

The Principal or members of the staff or student body may request a meeting with the council.

The Council shall communicate with the general student body by notice, on a special notice board, or with a general meeting.

The class representative on the Council has responsibility for communicating with their respective classes.

#### **ARTICLE VI – Amendments.**

Amendments to the Constitutions must be approved by the staff and be passed by a vote of two-thirds of the school.

## **ARTICLE VII – Changes in Membership**

The Student Council reserves the right to remove a member.

If a member of the Council misses 4 consecutive meetings (with the exception of absence due to illness ), is not committed to the work or is in serious breach of school code of discipline, she shall be deemed no longer a member of the Council and shall be replaced by another member of her class who will be elected by the class. A record of the members shall be kept in the minutes book by the Record Secretary.

Events run by the Student Council

e.g.            1<sup>st</sup> Year Table Quiz  
                  Talent Show  
                  Fund Raising  
                  Christmas cards for Matunda