



LEADERSHIP POL1/2024

KPS LEADERSHIP POLICY

2024-

The aim of the leadership programme is:

To enable children to develop the abilities and skills needed to identify and solve problems and challenges as they arise. Leaders are given an opportunity to develop these skills by serving our school, staff and learners, as they will be responsible for various roles and duties in and around the school.

We believe that, by giving ownership of the school to our learners, it creates a better school and builds better leaders for the future.

The purpose of this policy is:

- For learners to select the best candidate(s) to fulfil the role of a leader at Knysna Primary and to;
- Ensure an ethical and fair voting process.

The process:

- All Grade 7 learners participate in a broad-based leadership program, as servant leaders during the early part of the first term.
- All Grade 7 learners also attend the annual Grade 7 camp in the first term. This camp takes place towards the end of February. Learners and staff get to know each other better while having fun doing so. (*Non-attendance does not disqualify a learner from being on the eventual voters' roll.*)
- The first round of voting will be held after the camp with all learners' names on the voting ballot. Each learner may vote for a maximum of 10 boys and 10 girls.

Exception: *Learners with poor disciplinary records will not be on the voting ballot. (Disciplinary issues, poor attitude towards peers, teachers and the school in general.)*

- After the first round of voting, the top 40 candidates, (according to the total number of votes), will be given the opportunity to do an oral presentation for the whole Gr. 7 group in order to present themselves and state what their contributions will be if selected as a leader.
- The second round of voting will take place after the candidates' presentations. All 40 candidates' names will be on the voting ballot. Each learner may vote for a maximum of 10 boys and 10 girls.
- If, after the voting process there are learners with the same number of votes, they will also be included to be part of the leadership group.
- Only staff who are familiar with the learners get to vote during this round.

Note: *The Principal, Deputy Principal, SMT and the Grade 7 educators' votes will hold the same weighting (x1), than the votes of the Grade 7 learners. However, these votes are only considered when there are too many learners*



with the same number of votes and the group will exceed the ideal number of 30 learners.

- The top 12 – 15 boys and the top 12 – 15 girls (depending of the size of the group) will be chosen to be in the leadership group. The group will be announced during the last assembly of the 1st term.
- During term 2, this group of +/- 30 learners will work together on outreach projects and do duty at sports events and school functions. General daily duties will also be performed.
- Towards the end of the term, only this leadership group will then vote for the Head Leaders with the top three boys and the top three girls becoming the Head leaders.

Note: *The SMT will discuss and then verify the results.*

- The Head Leaders will be announced at the end of the second term during the Capping Ceremony.
- The Leadership Group will continue to be involved with the quarterly outreach projects as well as doing duty during school events etc.
- A Mentorship program will be followed to ensure continuous support and development for the leaders.

Disciplinary issues:

- **The disciplinary process is meant to be restorative and not punitive.**
- The school's Code of Conduct applies to all learners and leaders are not exempt from following the school rules.
- Each leader also receives a Code of Conduct for Leaders (CoC) and will be expected to conduct themselves in an exemplary manner while serving as a leader.
- In the case of a breach of the CoC, the following procedure will be followed:

Minor transgressions:

- Discussion between the staff responsible and the leader pointing out the transgression and possible interventions.
- Should a leader continue to transgress in the same manner, a formal discussion will be held and the leader's parents informed.
- A lack of improvement in expected conduct will result in a disciplinary hearing, with possible suspension from the leadership group as a sanction.

Serious transgressions:

- A leader will be suspended from the Leadership team pending a disciplinary hearing.
- The disciplinary process is the same as for any other learner and becomes an SGB function.
- In case of a guilty verdict, the suspension will be upheld and the leader replaced with the learner with the highest vote during the final voting round.