

Date: November 2023

Review date: November 2024

Responsibility: RH, HB, RSH, MW, KB

Bishop Challoner School



PUPIL VOICE POLICY



Bishop Challoner School

PUPIL VOICE

Aims

- to provide a regular forum for pupils to discuss areas and opportunities for development from a pupil's perspective and to discuss school related issues that are of concern to them
- to raise and discuss these areas/concerns with the designated Staff representative
- to provide feedback to all pupils
- to provide pupils with the opportunity to take on responsibility and develop leadership skills
- to begin to learn about democracy, working together and playing a positive role amongst the school community

Process each academic year

- Each form (from Year 1 to Year 13) will elect a Pupil Voice representative each half term with members of the form group taking it in turn so as to develop opportunities for all pupils
- Pupil Voice representatives will be presented with a badge to wear
- Pupil Voice representatives will be displayed on a noticeboard inside the Senior School building
- Pupil Voice meetings will be held at least half termly.

Process each term

- Before each meeting, forms will put forward suggestions for the agenda. In the Preparatory School this will be via a Class Suggestion Box;
- Once suggestions are received, Pupil Voice representatives, alongside the staff representative, will select the items for the agenda, and will inform all other representatives prior to the meeting;
- Pupil Voice Meetings will be held during form time for the Preparatory and Senior Schools;
- Year 6 Pupil Voice representatives will also attend the Senior Pupil Voice Meetings;
- Minutes of the meetings will be taken;
- A Sixth Former will act as secretary and take minutes. In the Preparatory School, Year 5 and 6 pupils will take minutes, supported by the staff representative. Minutes will be typed and circulated to all forms and to the Head of Key Stage 1 and 2;
- After each meeting, the Pupil Voice representatives will feedback to their classes and discuss the issues raised;
- The Pupil Voice will try to present any ideas as positively as possible with the aim of achieving:
 - Permission
 - Time
 - Support
 - Funding

- If they can achieve progress, then it is important that as many pupils as possible help to develop the ideas;
- If they are unable to achieve/progress an idea, then the Pupil Voice will explain the reasons presented to them as to why the idea cannot progress.

Reviewed by: MW/KB/RSH/RH/HB

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Next review date: November 2024