



School Council Timetable 2017 – 2018

Date	Key Actions	Notes
Autumn Term 2017		
Week beginning 11th September	Introductory Assembly (Carolyn and Bernadette)	There is a PP saved in Assemblies/Autumn 2017 for you to use to introduce the idea of the School Council to all pupils.
12 th – 15th September	Pupils (Year 2 to Year 6) nominate one another and nominees prepare their election speeches.	Please use the Nomination Sheet provided. There is also an Election Speech Scaffold Sheet that might be useful for some children.
Wednesday 20th September (p.m.)	Election Day	A secret ballot held in each class (Year 2 – 6), using voting form provided via email. Class teachers to add names of nominees to the voting forms before copying. Please send voting slips to Rozeena by the end of the day.
Thursday 21st September	Vote Count	Rozeena will have responsibility for counting votes for each class.
Friday 22 nd September	Election Results announced in assembly (Year 2 to attend KS2 assembly)	School Council reps announced, badges and certificates handed out. Letter home to parents.
Thursday 28 th September (p.m.)	School Council Training Session	Training lead TBC Individual photos to be taken for displaying outside classrooms
Wednesday 18 th October (2.00 – 3.00)	School Council Meeting 1	General introduction: ground rules, constitution, roles and responsibilities.
Thursday 9 th November (2.00 – 3.00 p.m.)	School Council Meeting 2	Focus: health and well - being (SH and RK to lead), Chair and secretary roles, Consultation Task: Ideas for playground development
Friday 24 th November (2.00 – 3.00 p.m.)	School Council Meeting 3	Focus: feedback from consultation re playground development and class suggestion box ideas, suggestions for School Council Treat
Friday 15 th December (1.00 – 3.00 p.m.)	End of Term Treat	Board games, popcorn and snacks (Year 2 Teach Base)

Date	Key Actions	Notes
Spring Term 2018		
Thursday 18 th January 2018 (2.00 – 3.00 p.m.)	School Council Meeting 4	Focus: up-date re playground development and Health & Active Events/Activities and suggestions (Year 2 Teaching Base)
Friday 11 th January 2018 (2:00 – 3:00 p.m.)	Chairperson & Secretary Meeting	Focus: Mrs Khan briefing Chairperson and Secretary re role and duties involved
Thursday 18 th January 2018 (2:00 – 3:00 pm)	School Council Meeting 5	Focus: Health and Active Event and Councillor Carpenter visit
Wednesday 7 th February 2018 (11:00 – 12:00)	Meeting (MZ & EC)	Focus: Councillor Carpenter visiting Becontree Primary – Walk around the school
Thursday 8 th February 2018	School Council Meeting 6	Focus: Suggestions and Councillor Carpenter question preparations
Thursday 22 nd February (2.00 – 3.00 p.m.)	School Council Meeting 7	Focus: Councillor Carpenter attending School Council Meeting - Speaking about her role as a councillor and addressing any questions (Year 2 Teaching Base)
Friday 24 th March (1.00 – 3.00 p.m.)	End of Term Treat	(TBC)
Summer 2018		