

**Year 12
Student
Leadership
At The
Adeyfield
Academy**



Welcome to The Adeyfield Academy Sixth Form!

A key role of all Year 12 students here at The Adeyfield Academy is to use the leadership skills you have developed over the past five years to take on whole school leadership of the rest of the student body. For those of you who are new to The Adeyfield Academy we welcome the skills, ideas and experiences that you can bring from your previous school to help us to continue to improve.

Every student in Year 12 should be a leader in some way. Whether it is to help one form time per week with Reading Club or being the Head Student. There are roles to suit every talent from future entrepreneurs, developing skills to become a teacher or simply to learn how to work and lead a team of others.

The more involved you become during Year 12 with the wider school community the greater the memories that you will have of your time as a Sixth Form student. (Also these opportunities look very impressive on your CV or UCAS forms as well!)

Good luck and I look forward to working with you over the next twelve months.

Ms Gare: Head of Sixth Form



HEAD STUDENTS

Students who would like to be Head Student need to apply in writing outlining their vision for the role and what qualities they possess which will make them a successful Head Student.



Following the initial application letter, staff and student vote, a shortlist will be created. Students on the short list will then be interviewed by the Vice-principal and the Head of Sixth Form.

Job Description

The most important aspects of this post are linked to your ability to be the leader and representative of the students here at The Adeyfield Academy. To do this you must lead by example at all times, through your commitment to both your studies and wider school roles. You will also be required to act as an ambassador for the school within the wider community at public events. The following is a list of specific tasks and responsibilities, not all of which are glamorous, which the Head Student would be expected to carry out:

- To be a role model in terms of attitude, work ethic, manners and appearance to all members of the school community;
- To organise and co-ordinate other Sixth Form student leaders in their whole school role, leading by example;
- To attend regular meetings with the Principal;
- To meet weekly with the Head of Sixth Form;
- To liaise with the School Leadership Team, Sixth Form Team and Heads of Faculty;
- To lead Student Voice meetings;
- To speak at various school functions as required;
- To make arrangements for Sixth Formers to show visitors around the school;
- To meet with school governors as required;
- To meet with members of the press and media as representatives of The Adeyfield Academy;
- To assist staff with the organisation of school events, jointly with the other Head student and Senior Students, including but not limited to:
 - Parents' evenings, information evenings and open evening,
 - Sports day,
 - Year 7 welcome evening,
 - Year 12 information evening,
 - Main school assemblies,
- To undertake any other duties s/he may be reasonably called upon to undertake by the head teacher.

The process

SENIOR STUDENTS

Students who would like to be Senior Students will need to write a letter of application to the Head of Sixth Form.

Following the initial application letter, a shortlist will be created.

Students on the short list will then be interviewed by the Head of Sixth Form.

Job Description

The most important aspects of this post are linked to your ability to be the leader and representative of the students here at The Adeyfield Academy. To do this you must lead by example at all times, through your commitment to both your studies and wider school roles. You will also be required to act as an ambassador for the school within the wider community at public events. The following is a list of specific tasks and responsibilities, not all of which are glamorous, which the House Captain would be expected to carry out:

- To be a role model in terms of attitude, work ethic, manners and appearance to the junior members of the house;
- To help supervise House activities that may include but not limited to:
 - organisation of Sports Day,
 - inter house competitions,
 - charity and fund raising events for the Houses;
- To deputise or arrange cover for Head Student's duties;
- To organise assemblies as required for both the House and main school;
- To make arrangements for Year 12 students to show visitors around the school;
- To attend school functions as required including but not limited to parents' evenings and information evenings;

The process

CHARITIES CAPTAIN

Students who would like to be a Charity Captain will need to write a letter of application to the Head of Sixth form.

Following the initial application letter, a shortlist will be created. Students on the short list will then be interviewed by the Head of Sixth Form.

Job Description

The most important aspects of this post are linked to your ability to be the leader and representative of the students here at The Adeyfield Academy. To do this you must lead by example at all times, through your commitment to both your studies and wider school roles. Your main role is to act as the leader of the whole school charity work here at The Adeyfield Academy.

The following is a list of specific tasks and responsibilities:

- To be a role model in terms of attitude, work ethic, manners and appearance to all members of the school community;
- To organise regular whole school charity events
- To meet with members of the press and media as representatives of The Adeyfield Academy;
- To speak at school assemblies as required;
- To attend school functions as required including but not limited to parents' evenings and information evenings;
- To carry out any other duties as required.

The process

GREEN LEADERS

Students who would like to be a Green Leader will need to write a letter of application to the Head of Sixth Form.

Following the initial application letter, if required a shortlist will be created. Students on the short list will then be interviewed by the Head of Sixth Form.

Job Description

The most important aspects of this post are linked to your ability to be the leader and representative of the students here at The Adeyfield Academy. To do this you must lead by example at all times, through your commitment to both your studies and wider school roles. Your main role is to act as the leader of the whole school sustainability work and support the wider environment of the school.

The following is a list of specific tasks and responsibilities:

- To be a role model in terms of attitude, work ethic, manners and appearance to all members of the school community;
- To lead the Eco Team Meetings;
- To promote Eco initiatives around the school and home;
- To organise fund raising to improve the school environment;
- To lead assemblies on sustainability;
- To work with Primary Schools to support the development of their sustainability projects;
- To support then work of the Gardening Club;
- To write regular articles of The Adeyfield Academy newsletter on sustainability projects here at The Adeyfield Academy;
- To attend school functions as required including but not limited to parents' evenings and information evenings;
- To carry out any other duties as required.

The process

GAMES CAPTAINS

Students who would like to be a Games Captain will need to write a letter of application to THE Head of Sixth Form

Following the initial application letter, a shortlist will be created. Students on the short list will then be interviewed by the Head of Sixth Form.

Job Description

The most important aspects of this post are linked to your ability to be the leader and representative of the students here at The Adeyfield Academy. To do this you must lead by example at all times, through your commitment to both your studies and wider school roles. Your main role is to act as the student leader of PE and support the work of the PE Department to promote PE and leading a healthy active lifestyle.

The following is a list of specific tasks and responsibilities:

- To be a role model in terms of attitude, work ethic, manners and appearance to all members of the school community;
- To be a student observer of the lessons of teachers at The Adeyfield Academy and those who attend interview;
- To support the PE Department by reviewing Schemes of Learning;
- To meet regularly with the Head of CAS;
- To attend all parents' information evenings and open evenings as a representative of the PE Department;
- To support in the lessons of younger year groups as required;
- To help coordinate team lists for all competitive fixtures;
- To write articles for The Adeyfield Academy newsletter to promote the work of the PE Department;
- To support with the running of any inter-house sporting competitions;
- To support the running of sports clubs;
- To lead assemblies as required to promote the benefits of healthy active lifestyles;
- To support the Head Students in their duties as required;
- To actively assist in the running of Sports Day;
- To attend school functions as required;
- To carry out any other duties as required.



The process

HOUSE CAPTAIN

Students who would like to be a House Captain will need to write a letter of application to your Form Tutor.

Following the initial application letter, a shortlist will be created. Students on the short list will then be interviewed by the Head of Sixth Form.

Job Description

The most important aspects of this post are linked to your ability to be able to lead a group of students and represent a model of how students should behave here at The Adeyfield Academy. You must also get involved with House tasks and motivate members of your House to take part in all House Activities. In this position you must lead by example at all times, through your commitment to both your studies and wider school roles as well as showing good behaviour.

The following is a list of specific tasks and responsibilities:

- To be a role model in terms of attitude, work ethic, manners and appearance to the members of your form;
- To visit your assigned form class on a weekly basis;
- To attend school and form time punctually to present a good model to the younger students;
- To support the students through-out the year;
- To attend the classes equipped with your own ideas and sufficient resources;
- To support your assigned form group with organisation of Sports Day,
- To support your assigned form group with inter house competitions,
- To support your assigned form group with charity and fund raising events for the House during each house charity week;
- To attend all House Events;
- To attend school functions as required;
- To carry out any other duties as required.



FACULTY LEADER

Students who would like to be a Faculty Leader will need to write a letter of application to the Head of Sixth Form.

Following the initial application letter, a shortlist will be created. Students on the short list will then be interviewed by the Head of Sixth Form.

Job Description

The most important aspects of this post are linked to your ability to be able to lead a group of students and represent a model of how students should behave here at The Adeyfield Academy.

Each Faculty will have various roles that they would like you to lead on but in general you will be taking part in the following specific tasks and responsibilities:

- To be a role model in terms of attitude, work ethic, manners and appearance to all members of the school community;
- To lead a subject club for young students;
- To support the subject at Open Evenings;
- To promote the subject and share your enthusiasm for learning to the rest of the school;
- To support in lessons of younger year groups as required;
- To meet frequently with the curriculum leader;
- To attend school functions as required;
- To carry out any other duties as required.



ADDITIONAL LEADERSHIP ROLES AND OPPORTUNITIES

These are all roles that you can do instead or in addition to other leadership roles

STUDENT MENTOR

To help provide the highest quality of support for all our students we ask Year 12s to mentor students in either Year 10 or 11. Your role will be to work with them in one form time per week. Often they will ask for advice on issues they are having with friends or at home. Sometimes it is to provide additional support and motivation to help them succeed in their GCSEs.

We will provide you with some training on mentoring others and what to do if you are worried about any information that your mentee shares.



To become a mentor please contact the Head of Sixth Form. All applicants for mentoring will be accepted as we need many volunteers.

FAST TRACK READING PROGRAMME

Fast Track Reading Buddies volunteer one form time per week to listen to a younger student reading. The younger students have been selected as they struggle with reading, so volunteers need to be very patient with them. We also need you to be very reliable so that each student's Buddy is there each week.

Additionally the role includes covering for the LRC Lead during their lunchbreak.

If you would like to volunteer to be a Fast Track Reading Buddy please see Ms Wiseman.



BOARD GAME CLUB



Wiseman.

Each year we have a small number of students who need additional support to develop their social skills. To support them we will be offering a Board Game Club and require Year 12s to lead this.

The group would be small and you would be required to meet them at the end of lesson 4 in the LRC. The purpose is to help them develop skills like sharing, working with others, and building up their confidence to communicate with other students. This would be one lunch time per week.

To be a leader of the Game Board Club please see Mrs

ENTERPRISE OPPORTUNITIES AT The Adeyfield Academy

DRAGON'S APPRENTICE

In Dragon's Apprentice you will be assigned a charity to represent and a Business Advisor or Dragon to help you to organise lots of events to raise as much money as you can for charity. The competition runs from September to February.



In September there will be an initial meeting to launch the programme at which you can ask any questions and sign up to take part.

The Adeyfield Academy has frequently been the winner of Team of Year, Highest Earning Team of the Year and Best Presentation Award.

For more information about these opportunities please speak to the Head of Sixth Form.