

Pacific Paradise State School

Student Leaders Applicant Package



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Roles of a Leader

- Organise activities
- To be positive
- Take responsibility
- Make decisions
- Willing to work with other people
- Interact with a variety of people
- Represent the school
- Lead through example
- To control but not bully
- Set a good example
- Strive to make a difference
- Strive to leave a legacy
- To inspire people to achieve a goal and help them in the process
- Stepping up and rising to the challenge
- To take charge but not dictate
- To be a good listener
- To be open minded/nonjudgmental
- To organise the group
- Stand up for the rights of others
- Praise good behavior
- Make choices for the benefit of the community and the school
- To inspire a group to do their best
- To communicate and motivate
- To be a role model
- To do the right thing by the group
- Group cohesion
- To organise the group to take the wishes and concerns of the group to a higher level
- To be fair
- To guide people
- Helping others
- To be cooperative and listen to others
- To make sure they do their duties
- Strive for what they believe in
- To encourage and lead fellow students positively
- To take control of a group of people and help them achieve greatness
- To lead a group, encourage communication and teamwork between the group, all in the hope of achieving a common goal
- Try their best
- To follow rules and school code of conduct

Definition of a Leader

- Someone who leads without complaining
- Someone who is ready to do what is needed
- To be able to responsibly guide/lead a group or committee
- Work with/in a group
- Someone who aims to make a difference by being a positive role model
- A person who steps up above the rest and takes on the responsibility of the group
- Someone who leads by example and with decisiveness
- Someone you can look up to take responsibility of their actions
- Person that leads the way so other fellow students follow positively in a happy environment
- A mature role model who excels in communication and other interpersonal skills, who inspires and enthuses followers
- Someone who can influence a person's opinions or actions
- A leader is someone to look up to and follow
- A leader is a person who strives as an individual who seeks to bring out the best in others as well as themselves to deliver to their full potential.

Characteristics of a Leader

- Good communication skills
- Good ambassador for the school and community
- Mature
- Encouraging
- Positive
- Hard worker
- Enthusiastic
- Inspiring
- Responsible
- Polite
- Organised
- Trustworthy
- Tolerant
- Cooperative
- Thoughtful
- Helpful
- Quick decision-maker
- Happy
- Respectful
- Role model
- Charismatic
- Influential
- Knowledgeable
- Confident
- Strong-minded
- Patient
- Loyal
- Friendly
- Selfless
- Honest
- Approachable
- Down to earth
- Kind but strong
- Adaptable
- Understanding
- Well presented
- Reliable
- Non-discriminating
- Non-threatening
- Humble
- Punctual
- Approachable
- Fair
- Considerate
- Co-operative

Student Leader Selection Criteria

Representing the school in a leadership position requires an ongoing commitment throughout Year 6. Responsibilities within each role varies but all require a commitment of time and effort. Students will need to consider how they will juggle with balancing the demands of study and the time required to successfully represent the school.

Student leadership positions will be awarded to applicants who demonstrate the skills, qualities, and commitment most suited to the role they have applied for.

Positions will not be allocated based on equal numbers of male and female students; rather, the process will ensure that the most capable and suitable candidates are appointed, regardless of gender.

Criteria for Selection for ALL Leadership Positions:

- Have 85% or more attendance across the school year at time of application.
- High level of presentation - students always wears correct uniform everyday with pride, as per our school uniform policy.
- Had no Suspensions in Year 5
- Adhere to the expectations outlined in our Student Code of Conduct i.e. Consistent adherence to 3 school values: Friendship, respect and knowledge.
- Has demonstrated public speaking skills
- Willingness to commit to and participate in school activities including working behind the scenes to set up and clean up from school events both onsite and off the campus.
- Active participation in extra curricula activities within school and community
- Organising or assisting with activities for students either at school or within the wider community (within and outside school hours).
- Proven commitment to School Policies e.g. Sun Safety, Bullying Policy
- An ambassador for school – both in school and wider community
- Commitment to working with Administration and/or Mentor Staff to assist with school activities during lunch times.
- Being a positive role model to all students.
- Must have received have B-A's for behaviour on their last 2 report cards (OneSchool behaviour records will be taken into consideration)

Student Leadership Eligibility Matrix

	Successfully completed leadership Accreditation Sheet	Consistently displays acceptable and responsible behavior (i.e. A-B in behaviour on report cards and has had no suspensions in Year 5). Student OneSchool behaviour records will be taken into consideration.	Has 85% or more attendance rate *	Actively and responsibly participates in the school community	Displays characteristic of an effective leader in line with PPSS values	Wears correct school uniform and wears it with pride.	Represented the school in sport, with representation in regional/district sports advantageous	Participated in instrumental music or concert band	Participated in performing arts or choir
School Captain									
Sports Captain									
Performing Arts Leader									
Instrumental Music Leader									
Sustainability Leader									
Technology Leader									
Wellbeing Leader									

*Principal discretion for exceptional circumstances.

Pre-selection, Nomination and Election Process for all Applicants

Stage 1 - Pre-Selection

1. The Leadership Accreditation sheet is open to all Year 5 students. Only students who successfully complete this sheet and get it signed off by the appropriate staff members, as well as meet the criteria below, will be considered for short listing at the next stage:

- Wears correct uniform at all times
- Consistently high standard of behaviour (A-B on report card), including no suspensions in Year 5
- Attendance for Year 5 is above 85% or more
- Displays the 3 school values (knowledge, respect and friendship)

Before applying please refer to leadership role criteria before submitting Leadership Accreditation.

Stage 2 - Nomination Process

2. Students who have met criteria at pre-selection (stage 1), must now complete the Application for Student Leader, so that they can be considered for progression to interview stage (stage 3). This form must be signed by a parent and class teacher and include a referee statement from a staff member. Students must select the top 3 positions that they wish to be considered for.

Stage 3 - Interview

3. Students who have met the previous stage (Stage 2) expectations will be contacted and advised of an interview time with the application panel. All students will be given advance notice prior to the interview. All leaders will be given 2 questions in advance (1 extra question will be asked in the interview). This will allow time for them to prepare for their interview.

The Selection Board comprises of the following:

Principal or Deputy Principal, P&C President, Year 5 or Year 6 Teacher, and Specific Mentor for the role they're applying for. Mentor Staff Member/s are,

- **School Captains:** Principal/Deputy Principal & Head of Department: Inclusion
- **Sports Leaders:** PE Specialist Teacher

- **Performing Arts Leaders:** Music Specialist Teacher
- **Technology Leaders:** Music Specialist Teacher & School Technology Officer
- **Wellbeing Leaders:** School Chaplain/ Youth Worker
- **Sustainability Leaders:** Deputy Principal & Business Services Manager

Stage 4 - Speech

4. Students who have been successful at the interview process (Stage 3) will be contacted and asked to prepare and deliver a speech (not exceeding 3 mins in length), to the student body and staff on why they wish to be considered for a position of leadership, and how they will contribute to our school community. Voting for all Student Leader position applicants occur by Year 4 to 5 students, and any staff across the school who wish to vote.

Stage 5 – Allocation of Roles

4. The Principal, Deputy Principal and a Year 5 and 6 teacher representatives will then use the performance in all stages (Stage 1-5) to appoint the highest ranked students for each position. In the event a student refuses the position they have been offered, the principal will then go to the next highest ranked student until acceptance is gained.

NOTE:

- Students may only hold one leadership position. The reasons for this are:
 - To give many students leadership experience
 - To ensure that students do not become 'overloaded' with a resulting drop in academic results for those students.
- Late submissions will not be accepted. Students can nominate for several positions and withdraw if they are successful in one position.
- When it is determined by the Principal that the student leader is not making sufficient choices to adjust their behaviour in order to maintain their leadership position, the Principal will remove the student from the position, if required they may proceed to select a new candidate to fulfill their role. Student Leaders who get suspended during Year 6 will automatically lose their badge.

Selection of School Captains

Roles and Responsibilities

School Captains are students who actively honour our school values of knowledge, friendship and respect, always. They are students who take pride in our school and constantly align with our 'Learning in PARADISE' vision. School Captains are motivated students who already have the necessary leadership skills that are required to lead and guide their peers, and an exemplary student behavior record. They are proud of their school and have a willingness to create a happy and positive environment for those around them.

School Captains promote and build awareness of the incredible range of cultures and the diverse needs represented within our student body. These students will build student awareness of the importance of feeling included and valued by celebrating culture and diversity to create a welcoming and inclusive environment where all students feel accepted and appreciated. Our School Captains work very closely with our School's Leadership team.

School Captains hold an important leadership role within the school and assist with the following duties:

- Represent our school at several important events within and outside the school (ANZAC Day, Harmony Day, NAIDOC Celebrations, Year 6 graduation, prep events etc.).
- MC at parades each week, including making and presenting speeches at special events.
- Make regular announcements to the school body over the school Public Address system.
- Assist Principal and Deputy with the organisation of the weekly parades and performances.
- Work together with fellow student leaders.
- Model respectful dialogue in the classroom and playground at all times.
- Advocating, promoting and assisting with the organisation of cultural and inclusive events celebrated by the school, as well as contributing to the school newsletter and school Facebook page, flyers around the school, as well as the preparation and distribution of resources for school events.
- Lead, promote and support student participation in cultural and inclusive events - E.g. lead the Day for Daniel Walk around the school.
- Collect fundraising money
- Always being an outstanding role model to all students.
- Seek feedback from students about culture and diversity issues and events in the school.
 - Help with guided tours of the school for guests, visitors and parents.
- Always wear correct uniform as stated in the School Dress Standards and set an exemplary standard.
- Attend weekly meetings, (during lunch breaks), with Leadership Team

**Please Note: this application
MUST be endorsed by PPSS
Principal & Deputy Principal.**

Pacific Paradise State School Leader Oath

I, (your name), proudly accept the honour and responsibility of
serving as a Student Leader at Pacific Paradise State School.

With pride in our school and its community, I make a commitment to uphold the highest standards of conduct, both within and beyond the school grounds. I will wear my uniform with pride, lead by example, and carry out my duties with integrity, dignity and respect.

I pledge to embody and promote our school values of Knowledge, Friendship and Respect in all that I do. I will support and encourage my fellow students to strive for their personal best—whether in academic, creative, or sporting pursuits—recognising that every learner’s journey is unique and valuable.

I will help create a school environment where all students feel seen, supported and inspired to achieve their full potential. I believe that true leadership lies not in personal gain, but in lifting others up and making a positive difference.

As a proud representative of Pacific Paradise State School, I commit to being a role model, a voice for my peers, and a leader who helps shape our school into a place of learning, belonging and growth for all.

Selection of Sports Leaders

Roles and Responsibilities

Sports House Leaders are students who are confident, respectful and inspire others to be involved. Sports Leaders will have participated in all previous School Swimming, Athletics & Cross-Country carnivals while attending school. These Leaders work closely with our sports Teacher. The Sports House Leaders are responsible for organising and encouraging their House teammates at all of the Swimming, Athletics and Cross-Country carnivals. Sports Leaders will also be responsible for promoting and documenting sports and other school events to share with our school community.

Sports Leaders also assist with the following duties:

- Always being an outstanding role model to all students
- Demonstrate Pacific Paradise State Schools Values.
- Assisting in the setting up and packing up of any sporting events in consultation with PE teacher or DP/Principal.
- Facilitating school sporting events and being involved with training and refereeing of school teams
- Assisting with the circulation of information about upcoming sporting events
- Be available three break times a week, to hand out equipment to younger students and return equipment.
- Assist PE Teacher with preparation and set up of carnivals throughout the school year.
- Responsible for generating House Spirit.
- Act as a mentor to other students in school and those aspiring to be a future Sports Leader.
- Taking photos at special school events including Award Recipients at weekly Parade
- Conducting interviews with students to get student feedback/voice.
- Recording videos and preparing articles for the school newsletter about what classes are learning in their classrooms.
- Always wear correct uniform as stated in the uniform policy and set an exemplary standard.
- Attend meetings regularly with Leadership Team and Mentor Teacher during lunch times.
- Prepare and present speeches for school and community functions.

**Please Note: this application
MUST be endorsed by PPSS
Specialist PE Teacher & Year 5
Teacher.**

Selection of Performing Arts Leaders

Roles and Responsibilities

The Performing Arts Leadership positions are held by students who excel in the areas of music, dance and drama. They are students who are involved in one or more of the many arts activities we have at school i.e., choirs, rock band, junior/senior band, dance clubs, the musical and other dramatic performances we have during the year. These students will work closely with our Performing Arts Teacher.

Our Performing Arts Leaders are involved in the following duties:

- Attending choir, and dance club rehearsals before school both for their own involvement and to help with younger groups.
- Work with music teacher to assist with the circulation of reminders and messages.
- Distributing music, scripts and letters home.
- Representing the school at important Performing Arts events (within and outside school hours).
- Speaking about important music matters at parade and/or external events.
- Always being an outstanding role model to all students.
- Advocate on behalf of the Performing Arts students and create a culture and environment where all students can flourish at Pacific Paradise State School.
- Demonstrate our Pacific Paradise State Schools Values.
- Communicate your passion and enthusiasm for Performing Arts projects to students, staff, parents and the community.
- Share the hosting role at functions and contribute to the coordination of special events.
- Lead, motivate, organise and encourage students within all Performing Arts activities.
- Represent the school at community events involving the Performing Arts.
- Always wear correct uniform as stated in the uniform policy and set an exemplary standard.

**Please Note: this application
MUST be endorsed by PPSS
Specialist Music teacher.**

Selection of Instrumental Music Leaders

Roles and Responsibilities

The Instrumental Music Leadership positions are held by students who excel in the areas of an instrument in either band and/or string ensemble. They are also students who represent our school in the school band or string ensemble.

Instrumental leaders are students who are confident, responsible and organised.

Our Instrumental Music Leaders are involved in the following duties:

- Assisting with the set-up and pack-up of the conductor's podium and music stand when rehearsing/performing.
- Handing out music and stamping music when required.
- Placing banners on music stands when performing.
 - Represent the school at community events involving Instrumental Music.
- Participating in all Instrumental Music opportunities that the school offers.
- Always be an outstanding role model to all students.
- Encouraging their peers and report any music problems that arise during the week from band members.
- Always wear correct uniform as stated in the uniform policy and set an exemplary standard.
- Attend meetings regularly with Admin Team during lunch times.

Please Note: this application MUST be endorsed by PPSS Specialist Music Teacher.

Selection of Technology Leaders

Roles and Responsibilities

The Technology leaders are students who are computer and technical minded. They must have a good understanding of ICT programs to enhance school events and weekly parades. Technology leaders as well as organised and responsible. The Technology leaders are mentored by our Music Teacher and at times our IT technician.

Our Technology Leaders are involved in the following duties:

- Providing the sound and videos at our weekly Parade.
- Helping classes with video/audio at performances and special events.
- Producing videos and reports for parade after school carnivals and sporting team carnivals.
- Assisting Our Music teacher with behind the scenes IT operations i.e. PowerPoint and music etc, at special performances.
- Always be an outstanding role model to all students.
- Ensuring speeches and PowerPoint at parade are in line, to ensure clear presentation of message to community.
- Display and accept responsibility as well as use their initiative.
- Meet regularly to discuss roles, duties and learn leadership strategies.
- Attend meetings regularly with Admin Team during lunch times.
- Always wear correct uniform as stated in the uniform policy and set an exemplary standard.

**Please Note: this application
MUST be endorsed by PPSS
Specialist Music Teacher**

Selection of Student Wellbeing Leaders

Roles and Responsibilities

The Student Wellbeing Leaders are empathetic and caring students who value the importance of wellbeing amongst their peers. They are responsible for promoting wellbeing within the student body and raising awareness about the importance of wellbeing. They are students who are involved in one or more of the many Wellbeing Programs we offer at the school and will be involved in the Year 6 Programs such as 'Shine' and 'Boys Club'. The Student Wellbeing Leaders are mentored by our School Chaplain/Youth Worker.

Our Culture & Diversity Leaders are involved in the following duties:

- Provide a supportive presence within the school
- Modelling kindness, respect and empathy at all times
- Advocate and promote chaplaincy and wellbeing programs amongst their peers.
- Assisting with Breakfast Club and serving of toast (before school).
- Meet with Chappy one lunchtime a week to discuss upcoming fundraisers and days of awareness such as Are You Ok Day, Friendship Day, Friends in Flannies, Crazy Hair and Sock Day and provide support for students in her room.
- Speaking on Parade about upcoming wellbeing days and initiatives.
- Always be an outstanding role model to all students.
- Always wear correct uniform as stated in the uniform policy and set an exemplary standard.
- Attend meetings regularly with Admin Team during lunch times.

**Please Note: this application
MUST be endorsed by PPSS
Chaplain/ Youth Worker.**

Selection of Sustainability Leaders

Roles and Responsibilities

Sustainability leaders are students who are responsible and knowledgeable.

They have a strong desire to create a more sustainable environment for our school that will benefit the long term sustainable outcomes of the school. Our Sustainability Leaders are mentored by our Deputy Principal and Business Manager.

Our Sustainability Leaders are involved in the following duties:

- Committed to 2x 25 min playtimes a week.
- Sharing sustainability tips at parade for our student community.
- Ensuring the recycling bins around the school are collected each week
- Lead all sustainability related activities across the school.
- Always be an outstanding role model to all students.
- Promoting sustainability to students.
- Educating peers with talks on what goes in which rubbish bin.
- Lead 'Emu Parades' to sustain the health of our school environment and prevent negative effects for our local fauna e.g.; micro plastics getting into our water systems and harming our local sea turtle population.
- Always being an outstanding role model to all students.
- Always wear correct uniform as stated in the uniform policy and set an exemplary standard.
- Attend weekly meetings with mentor during lunch times.

**Please Note: this application
MUST be endorsed by PPSS
Deputy Principal.**



Checklist for Senior Leader Applicant Package

Students must hand in:

☐ Leadership Accreditation Form

References from the following specialist staff would be highly advised:

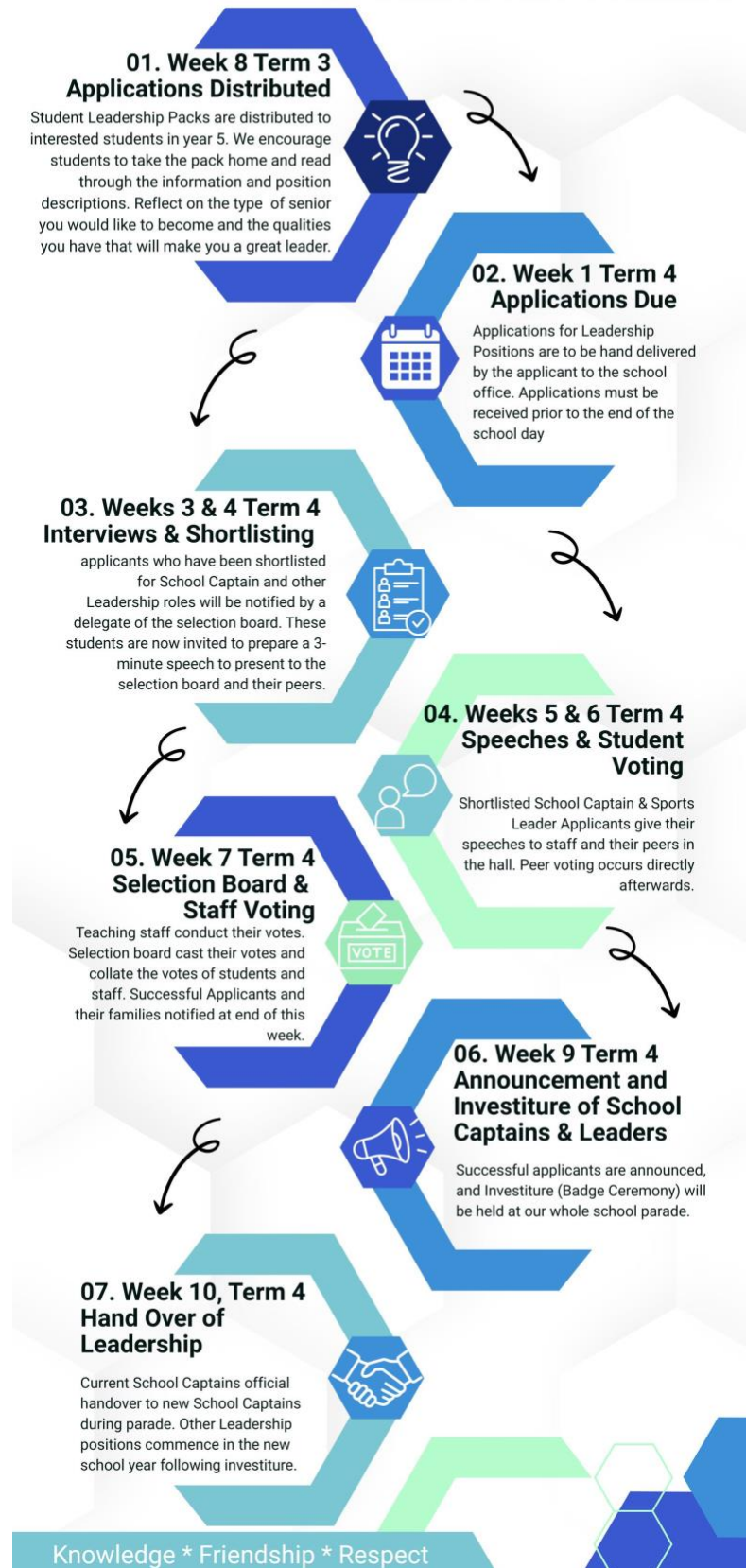
- ☐ Principal & Deputy Principal including Year 5 teachers (School Captains Only)
- ☐ Deputy Principal (Sustainability Only)
- ☐ HPE Teacher & Year 5 Teacher (Sports Leaders only)
- ☐ MUSIC Teacher (Performing Arts & Instrumental Music Leaders Only)
- ☐ TECHNOLOGY Teacher (Technology Leaders Only)
- ☐ Chaplain (Wellbeing Leaders Only)

Your application must be neatly presented.

STUDENT LEADERSHIP



APPLICATION TIMELINE






Application and Selection Timeline

<i>Date</i>	<i>What</i>	<i>Who</i>	<i>Where</i>
TERM 3 WEEK 8	Applications Distributed: Student Leadership Packs are distributed to interested students in year 5. We encourage students to take the pack home and read through the information and position descriptions. Reflect on the type of senior leader you would like to become and the qualities you have that will make you a great leader.	All interested Yr 5 students	Senior Classrooms
TERM 4 WEEK 1	Stage 1 – Pre- Selection Nominations Due: Applications for Leadership Positions are to be hand delivered by the applicant to the school office. Applications must be received by Friday 3pm.	Principal Leadership Team	Office
TERM 4 WEEK 2	Stage 2 - Shortlisting Complete – Nomination Form to be completed: applicants who have fulfilled Stage 1 will be shortlisted for interview and be asked to complete a Nomination Form. Shortlisted students will be notified of their interview times this week.	Selection Board	Office
TERM 4 WEEKS 3 & 4	Stage 3 – Panel Interview: These students are now invited to prepare a 3-minute speech to present to the selection board and their peers. Shortlisted students give their speeches to the selection board during interviews. During Interviews students will be asked a minimum of 3 of the questions for their nominated leadership role (listed in the Student Leader Application Pack.	Selection Board	Office
TERM 4 WEEKS 5 & 6	Stage 4 - Speeches and Student Voting: Shortlisted students are now invited to prepare a 3-minute speech to present to the staff and Year 4-5 students.. Voting occurs directly afterwards, on the same day.	Staff and Year 4 & 5 Students	Hall
TERM 4 WEEK 7	Stage 5 - Selection Board & Staff Voting: Teaching staff cast their votes. Selection board cast their votes and collate student & staff votes. Successful Applicants & their families notified at the end of this week based of performance across Stage 1 -5.	Teaching Staff Selection Board	Office
TERM 4 WEEK 9	Announcement of School Captains & Leaders: Successful applicants are announced and are able to contact home to let parents know. Investiture (Badge Ceremony) will be held in late Term 4.	Whole school	Hall
TERM 4 WEEK 10	Handover of Leadership: Current School Captains official handover to new School Captains during parade.	School Captains Whole School	Hall

Leadership Accreditation Form



Student Name: _____

PACIFIC PARADISE SS SCHOOL VALUES		
RESPECT 	KNOWLEDGE 	FRIENDSHIP 
Honouring the uniqueness right and wellbeing of self, others and caring for place.	Embracing our learning superpowers to grow, share and apply new skills in ways that make a difference.	Showing kindness to others and helping others to achieve their goals.

Personal Statements:

Why do you want to be a leader?

What is your leadership goal?

Tick	How have you demonstrated this?	Examples where I have demonstrated these values?	Signature from Class T	Signature from Specialist
RESPECT			RESPECT	
	I listen to different opinions and values others ideas			
	I show respect for staff and students by...			
	I received a A or B for behavior on my past two report cards			
	I show respect to all members of the community			
FRIENDSHIP			FRIENDSHIP	
	I show care and kindness towards others			
	I encourage my peers and celebrate with them			
	I work well with others and contribute positively to the class culture			
	I show compassion towards others			
KNOWLEDGE			KNOWLEDGE	
	I am eager to learn new things and improve my learning			
	I seek help when I need it and learn from my mistakes			
	I reflect on staff feedback and seek ways to improve			
	I demonstrate resilience and new challenges when they present themselves			

Senior Leader Nominations for 2026



Name: _____ Class: _____

Date of Submission: ____/____/____

I wish to apply for the following 3 positions in order of preference (1 most preferred, 3 least preferred).

	School Captain	Sports House Leader (please tick 1 below)	
	Performing Arts Leader		
	Technology Leader		Baker
	Instrumental Music Leader		Parsons
	Student Wellbeing Leader		Wickerson
	Sustainability Leader		Godfrey

Potential Student leaders must gain a reference from an adult staff member who supports their application for a student leadership role (as identified above).

Name of Referee: _____

Please comment on this student below and why you think they would be a good leader:

I understand that as a student Leader, I must comply with the Student Code of Behaviour, Attendance Policy and Student Dress Standard as part of my leadership duties at Pacific Paradise State School. By submitting this application, I confirm that I understand the roles and responsibilities required to successfully undertake the leadership position/s I am applying for.

Student Signature _____

Parent/Carer Signature : _____

Class Teacher Signature: _____

School Leader Contract



Congratulations on being elected as a _____ Leader at Pacific Paradise State School. The role of School Leader is an honour and a privilege, and you will be the most visible Pacific Paradise students in our school.

Due to your high profile within our school, you are expected to always behave in an exemplary manner, inspiring other students to strive to be the best that they can be as well. Your actions and the way you conduct yourself are extremely important. You will play a leading role in maintaining and promoting the good name of Pacific Paradise State School, both here at school and in the wider community. You will need to treat all students respectfully and fairly, and help provide care and support for children in all year levels. You will be required to confidently communicate with as well as assist teachers, teacher-aides, other staff, parent volunteers and visitors to our school. I will uphold the responsibilities of being a School Leader at Pacific Paradise State School.

I will at all times, both at school and in the community, act as a positive role model to other students and fulfil all requirements in relation to:

- Following the School Vision and Values
- Consistently following the school's uniform expectations
- Maintaining an excellent attendance record above 90%
- Being punctual for my duties and fulfilling my roles and responsibilities
- Maintaining an excellent behaviour record
- Demonstrating a positive and enthusiastic attitude
- Encouraging and motivating all students to do their very best
- Being cooperative, helpful, well-mannered and trustworthy
- Being respectful towards adults, students and the school environment
- Being willing to take on extra responsibility when required

Being a positive ambassador for the school I understand that if I do not adhere to these expectations of behaviour and breach the School's Student Code of Conduct, I will be removed from the position I have been given, for a period of time negotiated with the school's administration and undergo a restorative goal setting process to improve my behaviour in the necessary area/s identified in the behaviour breach/es.

I also understand that if I am suspended from school or am removed from my School Leader position a second time within the school year, I will forfeit the position completely.

Student Name: _____ Student's Signature: _____

Parent Name: _____ Parent's Signature: _____

Principal Name: _____ Principal's Signature: _____