



## Prefect Job description

The role of Prefect is an important one and if chosen students will be accepting a position of considerable responsibility. It is also a very exciting one and will give the opportunity to develop leadership skills and have significant influence on the daily life of the school.

As such prefects are expected to perform many roles some of which are listed below.

1. Provide a role model to which other students should aspire
2. Meet the highest standards of politeness, courtesy, dress, attendance and punctuality
3. Represent the school at important events throughout the year e.g. Open Evening, New Intake days, Awards' Evening, Parents evenings, School productions etc
4. Attend meetings with the Pastoral staff as appropriate
5. Help to lead promotional activities for the school, including charity events.
6. Carry out regular duties at lunch and breaktime as required:
7. Be proactive in assisting the smooth running of the school outside lesson times
8. Greet visitors for daytime meetings in the school
9. To act as a specific supportive role model to allocated tutor groups and assist with the delivery of registration activities
10. Act as a buddy to students who have asked for help and support

### **Students applying to be a prefect should demonstrate:**

That they are a positive role model to other students with regard to effort, conduct and commitment to the ethos of the school.

High levels of maturity and initiative

Their excellent record of attendance and punctuality

That they are enthusiastic and highly motivated and have a good working knowledge of the school

Their commitment to the wider life of the school and the ability to carry out the role

That they have good organisational, communication and interpersonal skills

**Written applications will be requested and this will form part of the selection process which will be undertaken by Head of Year and Head of School in discussion with form tutors. Their shortlist will then be reviewed and a final selection made by the School Leadership Team.**