



CATHOLIC
EDUCATION
WESTERN AUSTRALIA



Student Advisory Council

Terms of Reference



Photos: St Cecilia's Catholic Primary School (Port Hedland), Aranmore Catholic Primary School (Leederville), John Paul College and St Mary's Primary School (Kalgoorlie)

Catholic Education Western Australia Limited

ABN 47 634 504 135

Purpose

The aim of the Student Advisory Council (SAC) is to establish opportunities for students to collaborate on initiatives and ideas aimed at promoting Catholic education, improving educational practices and enhancing the student community. These initiatives and recommendations will be partnered with the Deputy Executive Director of Catholic Education Western Australia.

Objectives

The role of the Student Advisory Council is to gather and discuss innovative ideas to promote and improve Catholic education, building a partnership with CEWA head office and champion a wider student community throughout the system.

Additionally, supporting the student community through:

- Student development activities;
- School System events or celebrations
- Identifying student and school community issues
- Identify and recommend improvements in Catholic educational practices.
- To foster a collaborative environment between Schools, Students and CEWA.

Membership will consist of the Following:	
Structure	Maximum of 20 students
Representation	<ul style="list-style-type: none">• 12 to 18 age group (Year 7 to Year 11)• Regional Diocese students encouraged to apply• Gender balance• Welcoming of First Nations• Culturally and linguistically diverse students• Diversity and inclusion
Nomination and Appointment	<ul style="list-style-type: none">• Nominations will be submitted by Students• Principal endorsement is required for an application to be considered• The Deputy Executive Director will formally appoint successful candidates
Term	<ul style="list-style-type: none">• Members are appointed for 2 years
Eligibility	<ul style="list-style-type: none">• Must be a Catholic Education Western Australia student• Able to commit to a pre-set calendar of dates• Able to travel once to the CEWA Head Office Leederville for Induction at the start of the council Term
Resignation	<ul style="list-style-type: none">• Students wishing to resign from the council will need to notify via writing

Council Member Behaviour

The role of the Student Advisory Council is to gather and discuss innovative ideas to promote and improve Catholic education, building a partnership with CEWA head office and champion a wider student community throughout the system.

- All Student Advisory Council members will uphold CEWAs values
- Behave in a professional and respectful manner
- Members will actively listen and respect others' opinions and views
- Create a safe, welcoming environment

Roles and Responsibilities	
Council Members	<ul style="list-style-type: none"> • Share perspectives and ideas • Participate actively in discussions • Represent the student body • Setting goals and objectives • Develop ideas presented with action plans • Implement initiatives • Assess and monitor the impact, success and progress • Receive and consider feedback from the wider community
Student Council Liaison	<ul style="list-style-type: none"> • A member of the School Leadership Team, appointed by the respective Principal will support Student Council Members at School level
Executive Officer	<ul style="list-style-type: none"> • Provides support to the Deputy Executive Director
Deputy Executive Director	<ul style="list-style-type: none"> • Oversee the group's activities • Ensure alignment with CEWA organisational goals • Provide strategic guidance and recommendations
All Parties	<ul style="list-style-type: none"> • Read and agree to CEWAs Executive Directive: <u>Code of Conduct</u> • Information must be handled in accordance with the <u>Code of Conduct</u> • An expectation of confidentiality exists for all members of the Council.

Meetings

- Welcome to Council meeting held at the start of each 2-year Term at CEWA Head Office, Leederville (mass, induction, sundowner networking)
- Thereon, SAC will meet quarterly online via Microsoft Teams
- Meetings and important dates will be scheduled at the beginning of each year with a calendar distributed
- Meetings will be no longer than 45 (after school hours)
- Agendas will be distributed prior to each meeting
- Actions Arising will be recorded and shared to all members after each meeting

Deliverables

- Meeting reports summarising discussions and initiatives
- Action plans for promoting Catholic education and improving educational practices
- Initiatives to increase student involvement throughout the system

Review and Amendments

- Meeting calendar amendments must be communicated to all group members
- The Terms of Reference and effectiveness will be reviewed at the conclusion of each Council term (every two years)
- Amendments can be proposed and must be approved by a majority vote



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