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 Catholic Education Western Australia (CEWA) Student Advisory Council (SAC) provides students with a direct opportunity to contribute their perspectives, experiences and ideas to matters aimed at promoting Catholic education, improving educational practices and enhancing the student community.

The Council works in partnership with CEWA and the Deputy Executive Director of Catholic Education Western Australia to identify student priorities, provide feedback and insight and contribute to initiatives that inform and strengthen Catholic education and the student experience across the CEWA system.

Objectives

The Student Advisory Council aims to:

- provide opportunities for Council members to develop their leadership, collaboration and advocacy skills.
- provide a forum for students to share perspectives, ideas and experiences;
- identify matters of importance to students and school communities;
- provide feedback and views to CEWA on matters affecting students;
- contribute to initiatives that support and strengthen Catholic education;
- encourage broader student participation and voice across the CEWA system; and

Membership	
Structure	Maximum of 16 students (four students per diocese)
Representation	Membership should, as far as practicable, reflect the geographical, cultural and demographic diversity of students across CEWA's four dioceses • representation across metropolitan, regional and remote schools; • gender balance • Aboriginal and Torres Strait Islander students; • culturally and linguistically diverse students and; • Broader diversity and inclusion
Eligibility	• be enrolled at a CEWA school; • be in Years 7 to 11 at the time commencement of council term • be able to participate in the Council's scheduled meetings and activities • have the endorsement of their Principal • permission of their parent/caregiver.
Application and Appointment	• Students will apply directly for membership of the Council. • Applications will be considered having regard to the student's application, interest in contributing to the Council, ability to participate, and the overall diversity and representation of the Council. • Principal endorsement and parent/caregiver consent are required before an application can be considered. • Successful applicants will be appointed by the Deputy Executive Director

Term	• Members are appointed for a two-year term. Membership will cease where a member: • resigns in writing; • is no longer enrolled at a CEWA school; • is unable to continue meeting the requirements of membership; or • has their appointment withdrawn by the Deputy Executive Director. Where a vacancy occurs during a Council term, CEWA may appoint another eligible student for the remainder of that term.

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	• 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	• A member of the School Leadership Team, appointed by the respective Principal will support Student Council Members at School level
Executive Officer	• Provides support to the Deputy Executive Director
Deputy Executive Director	• Oversee the group's activities • Ensure alignment with CEWA organisational goals • Provide strategic guidance and recommendations

All Parties	All members are expected to uphold CEWA's values and: • behave respectfully and appropriately; • listen to and respect the views and experiences of others; • contribute to a safe, welcoming and inclusive environment; and • comply with relevant CEWA conduct and child safe requirements. CEWA's Code of Conduct Exeutive Directive applies conduct expectations to students as well as staff, parents and other members of the school community. CEWA is committed to providing a safe and supportive environment for all Council members.

Meetings

- Council Induction is held Online via Microsoft Teams at the start of each 2-year Term.
- The Council will generally meet once per school term (twice per semester).
- Meetings will ordinarily be held online via Microsoft Teams after school hours.
- Meetings will generally be no longer than 45 minutes.
- Meeting dates will be scheduled in advance, with a calendar provided to members.
- Agendas and relevant information will be provided before meetings.
- Agreed actions and key outcomes will be recorded and communicated to Council members following meetings.
- Additional consultations or activities may be arranged where appropriate.

Council Outcomes

The Council may contribute to:

- advice and recommendations to CEWA;
- student consultation and feedback;
- initiatives that strengthen the student experience and Catholic education;
- action plans arising from agreed Council priorities;
- increased opportunities for student participation across CEWA; and
- communication of Council activities and outcomes to the wider CEWA community.

Review and Amendments

- The Terms of Reference and effectiveness of the Council will be reviewed at the conclusion of each two-year Council term, or earlier where required.
- Council members may provide feedback and propose amendments as part of the review process.
- Any amendments to these Terms of Reference will be communicated to all council members where appropriate.



CATHOLIC
EDUCATION
WESTERN AUSTRALIA

www.cewa.edu.au