

Year 11 Prefects 2022-2023



KLB School Prefects 2022-2023

Being given the title and position of School Prefect is an honour and a privilege and we hope that you will look back on your time in this role with a sense of pride.

Prefect positions are highly sought-after as they demonstrate to future employers, colleges and sixth forms that you can be trusted with responsibility. Teachers will ask you to take on extra duties in addition to your normal studies and extracurricular activities and expect you to behave in an exemplary manner at all times, setting the standard by which the other students measure themselves. Your actions, and the way you conduct yourself, are especially important and will have a big impact on life at school. You should like working with and talking to younger students, and be able to build good working relationships with staff.

A KLB School Prefect is expected to lead by example, demonstrate exemplary behaviour and conduct, be proud to be a student at KLB School, and epitomise our core values of Ambition, Enjoyment and Success. As such, Prefects are expected to:

- Observe the school rules at all times
- Be dressed smartly at all times
- Maintain an excellent attendance record
- Be able to encourage and motivate fellow students
- Be cooperative, helpful, well-mannered, trustworthy, and responsible
- Be respectful toward teachers, your peers, and the school environment
- Display leadership qualities: confidence, initiative, problem solving skills
- Be willing to take on extra responsibility
- Be a good ambassador for the school
- To contribute to the organisation of the Year 11 leavers assembly and Prom
- Be able to balance Prefect duties with study commitments and outside school commitments
- Help to lead promotional activities for the school, including charity events
- Carry out, and be punctual for, regular duties at lunch and break time as and when required
- Act as a buddy / mentor to students who have asked for help and support
- Be part of interview panels

Should a School Prefect fail to meet any of the responsibilities or expectations on this document they may have their tie and duties removed.

The application process

The Prefect application process is now live. The application pack can now be downloaded from the website. The application form should be completed, printed and returned to the Prefect application box in reception by **3pm Thursday 8 September**.

Mr Dudbridge and Miss Dolan will then go through the applications very carefully and use this information, along with their knowledge of our students and conversations with tutors, to determine a shortlist of candidates. The shortlist will then be presented to the School Leadership Team for discussion and final selection. Emphasis is placed not only on the contributions that students have made to date but also on their skillset and potential to effectively perform the diverse and very demanding role of a Prefect.

I have no doubt that everyone who applies for a Prefect position has and will continue to make a significant and highly valued contribution to our school, but as with any selection process not all can be successful. We will continue to offer as many volunteering and leadership opportunities as possible to all our students, regardless of whether or not they are a Prefect. Those who are unsuccessful might wish to consider an alternative but equally important role in school, for example volunteering to support an extra-curricular club, being part of the prom committee, or supporting the running of charity events.

Students will be notified of the outcome of the application process in due course.

Prefect positions available

School Ambassador

These Prefects will be the face of KLB School and will act as an ambassador for the school in the local community. You will contribute to whole school events such as open evening, open days, school shows, and options evening, as well as taking parents and prospective students on tours and generally welcoming visitors to our school. There are 6 positions available.

Roles and responsibilities

- To contribute to key presentations about the school, for example to prospective parents and students at open evening, or Y9 options evening.
- To greet important visitors to the school and give guided tours of the school as directed.
- Be positive about the school and share enthusiasm with visitors to the school and other students.

Transition

The transition team aims to provide all new students with a smooth transition when they join the school. Transition prefects are an integral part of the induction process for the new Year 7s in September, and work closely with these students to help them make friends and feel settled. There are 18 positions available.

Roles and responsibilities

- You will be attached to a designated tutor group for the whole year.
- To lead or support a tutor time activity.
- To be confident to speak and listen to Year 7 students.
- Take an active role at break and lunch times to ensure students feel safe and happy at break and lunch times.

Sports Prefect

At KLB, we strive to be a physically active school that is committed to all forms of physical activity, with the aim of developing a lifelong love of sport. The role of the sports Prefect is to lead, support, inspire and represent the school in sport, acting as role models for younger students. There are 16 positions available.

Roles and responsibilities

- To complete a Sports Hall duty once a week.
- To support one KS3 sports club a week.
- Show an excellent commitment to school sport.
- To encourage all students within their House to participate fully in House sports events.
- To act as a liaison between all students and the PE department.
- To help organise, run and officiate House sports activities.
- To help organise, run and help out at Sports Day and inter-school sports competitions.
- To attend school events (Open Evening etc), as required.
- Run a Sports Council to gain student voice about sport at KLB.

Reading Mentor

KLB has a strong sense of community and belonging and we encourage our Prefects to work with younger year groups. We are looking to develop a successful Paired Reading programme, whereby Prefects work with younger students to develop their reading skills. The ability to read well is a key life skill and our aspiration is for this role to further nurture and develop this ability in the students you will work with.

You will be trained to support younger students, specifically individuals identified as benefiting from additional reading practice. Prefects will be expected to meet younger students regularly during AM registration in the library and complete reading sessions together. These sessions can also encourage younger students to get to know older members of the school community and to feel more settled and confident in school. There are 20 positions available .

Roles and responsibilities

- To meet a selected student three times a week for a term (three terms in total) during registration time.
- To be reliable, punctual and trustworthy.
- To complete a duty around the school once a week.
- To attend school events (Open Evening etc), as required.

Prefect application form



A KLB School Prefect should be an example for others to follow. They should be proud of their accomplishments, however big or small, confident in their ability to do the right thing and have a positive attitude to life and the opportunities it brings. They will be some of our strongest ambassadors for the school.

In submitting this application form, I understand that I will be a role model for other KLB students and must therefore conduct myself accordingly. I will maintain a positive approach to learning and do my best to help others. I recognise what being a Prefect will demand from me and I will do my utmost to meet all the requirements of the position. I understand that should I fail to satisfy the requirements of the post, my Prefect status and privileges can be withdrawn. I confirm that I have discussed my application with my parents / guardians who support my application. **Please enter no more than 100 words in each box. Print and return your completed form to the Prefect application box in reception by 3pm Thursday 8 September.**

Name:		TG:		House:	
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Why do you want to be a prefect at KLB?

What are your positive qualities / attributes you can bring to the role of a Prefect?

Outline your contribution to wider school life beyond the classroom e.g. sport, clubs, drama, music, environment, open evenings, volunteering for DofE etc.

A large part of the Prefect role involves acting as a role model to other pupils. Explain how you have shown yourself to be a good role model to other pupils in the past.

If you were appointed to be a prefect at KLB, you would need to be proud to be part of our school community. What makes you proud to be a student at KLB?

We will expect all of our Prefects to fulfil all of the roles and responsibilities of a prefect, in addition to specialising in one of the four prefect roles on offer. Please indicate which prefect responsibility you would like to be involved with by numbering your preference, with '1' being your most desired role.

Ambassador:		Transition:		Reading:		Sport:	
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Signed:		Date:	
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