



St Margaret's

Church of England Academy

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Executive Headteacher: Mrs E Wigmore

Head of School: Mrs G Smith

12th November 2018

Dear Parents/Carers,

Pupil Voice is very important to us at St Margaret's. The children's views and opinions are significant to us and this year we are planning to change the way school leaders ensure that their views are heard.

In order to do this we will be starting a Pupil Parliament which will replace the school council. All children in **Years 3-6 are welcome to apply** to join the Pupil Parliament. Our younger children will also have times to talk to the Pupil Parliament, give their views and opinions and at times, selected children may be asked to join Pupil Parliament meetings.

Our Pupil Parliament will be headed up by a Prime Minister and a Deputy Prime Minister. There will also be a number of ministers all with different areas of school life to focus on. The Pupil Parliament will have cabinet meetings at least once a half term (possibly more where time allows) with myself. The Prime Minister will chair these meetings with support from myself and senior leaders in the school.

The Pupil Parliament and different roles that could be applied for were introduced to the children in worship today and are included on the back of this letter. Anyone who wants to apply for a role on our new Pupil Parliament should write their reasons why on the form attached and hand this back to their class teacher no later than **Monday 19th November.**

We are very excited by our new pupil parliament and will keep you all updated with its progress.

Yours sincerely,

Mrs G Smith
Head of School



The Church of England
in Essex and East London
Diocese of Chelmsford



Diocese of Chelmsford Vine Schools Trust



Pupil Parliament



Would you like to be on our new Pupil Parliament? Do you care about St Margaret's and want to make a difference to school life? Have you got lots of ideas to make our school better?

Below are the roles of our Pupil Parliament and what would be expected of you in that role. Read them carefully before you decide to apply.

Prime Minister	Take charge of the other ministers and ensure everyone is doing their jobs correctly. Run meetings, direct other ministers. Feedback progress to Mrs Smith and Governors. Update the Pupil Parliament newsletter.	Deputy Prime Minister	Assist the Prime Minister with all of their jobs. Work together in a strong partnership.
Learning Ministers	Plan for fun learning opportunities that fit in with our curriculum. Take part in learning walks and observations across the school with Mrs Smith. There will be 2 learning ministers. Update the Pupil Parliament newsletter.	Online Safety Minister	Promote online safety across the school. Come up with ideas for online safety activities with Mr Reddy. Update the Pupil Parliament newsletter.
Charities Minister	Work to plan and promote charity events with SmFs and Mrs Bailey. Present events to the children. Help organise events. There will be 2 Charity ministers.	Values and ethos minister	Think of ways to promote values across the school. Gather feedback about our school values. Help organise values bags. Work alongside Mrs Smith and Mrs Burch. There will be 2 ministers.
Sports Minister	To ensure children are involved in PE activities within school. Help to create and update a sports board. Help to arrange events such as sports day. Work alongside Mr Reddy.		

If you would like to apply for one of the above positions on our Pupil Parliament write a short speech as to why you would be the best person for the job. Explain what you would do as part of the job and what qualities you would bring to the position.

Make sure you hand this in to your class teacher or Mrs Smith by **Monday 19th November**. Good luck!



I would like to apply for the position of :

Now briefly explain why you think you are the best person for the job below. Use another piece of paper if you need to.

