

## **BAL BHARATI PUBLIC SCHOOL, ROHINI**

### **PREFECTORIAL BOARD**

#### **CONSTITUTION OF PREFECTORIAL BOARD**

A Prefectorial Board is a representative structure through which students in a school can become involved in the affairs of the school working in partnership with school management and staff and parents for the benefit of the school and its students and also initiate community or social welfare programmes. Students have a valuable contribution to make to the effectiveness of their school and their involvement in the operation of the school is itself a valuable part of the education process for the students.

#### **OBJECTIVES:**

The objectives of the Prefectorial Board include:

- To support the management and staff in the development of the school.
- To enhance communication between students, management, staff and parents.
- To promote an environment conducive to educational and personal development.
- To promote friendship and respect among pupils.
- To represent the views of the students on matters of general concern to them.
- To initiate programmes, campaigns or events that further the social concerns, create awareness about students issues and events with students or community engagement.
- To help maintain the discipline, keep check on uniform defaulters and support teachers for Morning Assembly.

#### **KEY FUNCTIONS OF STUDENT COUNCIL**

- Representing the views of the student body to the school management.
- Promoting good communications within the school.
- Supporting the educational development and progress of students
- Assisting with induction and/or mentoring for new first year students
- Contributing to the development of school policy
- Assisting in school sporting, cultural activities and fundraising activities.

#### **PROCESS OF FORMATION OF PREFECTORIAL BOARD**

##### **Step 1- Filling application Form**

The students will be asked to fill in an application form which will require them to answer a few questions related to their interests, strengths and weaknesses and related to seeking their suggestions to bring improvement in the functioning of the school.

##### **Step 2- Recommendation from previous year class teachers**

The previous year class teachers will put forward their recommendations from amongst the students who apply for the board based on the following parameters.

- 1) Leadership quality
- 2) Initiative taking ability

### **Step 3- Recommendation from class teachers**

The Current Year Class teachers will nominate students from their classes for the Prefectorial Board based on the following parameters.

- 1) Leadership quality
- 2) Initiative taking ability

### **Step 4 - Assessment of the application forms**

The application forms will be assessed by the class teachers.

### **Step 5- Interview by teachers**

The teachers will interview shortlisted candidates by asking situational questions.

**The compilation of the result so far will lead to first elimination here.**

### **Step 6- Group Discussion**

The shortlisted students will be given a topic to discuss. The teachers will assess them on the basis of their knowledge, confidence and decision making skills.

**The compilation of results so far will lead to the second elimination here.**

### **Step 7- Interview by Principal**

The Interview by the Principal will decide the office bearers of the Prefectorial Board.

## **PROPOSED COMPOSITION OF PREFECTORIAL BOARD**

### **Senior Department**

<b>S. No.</b>	<b>Position</b>	<b>Number</b>
1	PRESIDENT	2
2	VICE PRESIDENT	2

3	CULTURAL SECRETARY	2
4	SPORTS SECRETARY	2
5	SOCIAL MEDIA MANAGERS	2
6	WELLNESS AMBASSADORS	2
7	PREFECTS	26-30

**P.S. The numbers are prescriptive and suggestive. It can be changed depending on the special factors if so decided by the members of the Prefectorial Board.**

### **THE ROLE OF THE OFFICE BEARERS**

#### **1. PRESIDENT**

##### **The duties of President include**

- arranging meetings with the teacher advisors,
- overseeing of committees
- Submitting monthly reports to the teacher advisors,
- Supporting the administrative staff in all school events, functions as and when required

#### **2. VICE PRESIDENT**

##### **The duties of Vice President include**

- Supporting President in all his tasks,
- Resolving the conflicts arising in the Prefectorial Board,
- Joining one committee and supporting the team.
- Fulfilling the duties assigned by the teacher advisors

#### **3. CULTURAL SECRETARY**

##### **The duties of Cultural Secretary include**

- Supporting the cultural activity department in all their endeavours,
- Providing support to the teacher incharge of Inter House Competitions
- Fulfilling the duties assigned by the teacher advisors

#### **4. SPORTS SECRETARY**

##### **The duties of Sports Secretary include**

- Supporting the Sports department in all their endeavors,
- Providing support to the teacher incharge of Inter House Competitions in Sports and
- Fulfilling the duties assigned by the teacher advisors

## **5. SOCIAL MEDIA MANAGERS**

### **The duties of Social Media Managers include**

- Maintaining the social media pages of the students community
- Providing support to the teacher Admin of School's official social media pages.
- Fulfilling the duties assigned by the teacher advisors

## **6. WELLNESS AMBASSADORS**

### **The duties of WELLNESS AMBASSADORS include**

- Suggesting programs for the mental, emotional and physical well being of students
- Execution of the programs approved with the help of other prefects