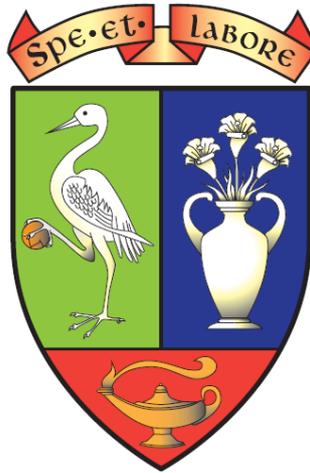


Harris Academy



Application Form for the positions of School Captain, House Captain and Prefect

Session 2024 - 2025

Name

Class

An electronic copy of this application form can be found on the school website.

Dear Applicant

Thank you for expressing an interest in becoming a School Captain, House Captain or a Prefect. Should you be successful, this will allow you the opportunity to develop organisational, communicative and leadership skills, useful on your CV but more importantly to aid in the running of your school through performing particular duties. You will help set the tone of the Harris Academy ethos in the school community on a daily basis and at school or public events. Prefects will not be expected to discipline pupils but would be expected to set a good example at all times to other pupils and help teachers maintain good order throughout the school.

The following duties would be part of each role:

School Captain would be expected to:	House Captain would be expected to:	Prefects would be expected to:
Lead the Prefect body	Represent Harris Academy at various community groups	Demonstrate at all times high standards of attendance, punctuality, dress and effort
Support the HT in representing the school at various events	Lead House Prefect Teams	Assist staff in supervising corridors, stairs, social areas and the dining centre
Attend Senior Leadership Team Meetings	Support the House Head in House Assemblies and other events that contribute to the House Championships	Assist at school and community events
Represent Harris Academy at various community groups	Be a positive role model to all prefects by taking on similar duties that they will be expected to carry out	
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Additional duties may in future be negotiated.



Barry Millar

Headteacher

Important Information – Please read carefully

This application is split into 2 parts, the first part is for all pupils who want to become a Prefect and the second part is an **extension** question for pupils who would also like to apply for the role of School Captain and House Captain.

Please return your completed application to school office, this can be a paper copy, or you can email this to harrisacademy@dundeeschools.scot :
Closing Date: Monday 11th March at 9am

SCHOOL CAPTAIN, HOUSE CAPTAIN AND PREFECT – PERSON SPECIFICATION

(Please note the parts highlighted in blue below are key attributes that would be required for the role of School and House Captain)

Essential	Desirable
<ul style="list-style-type: none"> • Provide a positive role model • Wear full school uniform • Contributes to school's extra-curricular activities • Willing to contribute to House events • Actively promotes individual House ethos • Promote the name of the school within the larger community 	<ul style="list-style-type: none"> • Helped organise / run House events • Strong contribution to school's extra-curricular activities
<ul style="list-style-type: none"> • Able to work as part of a team • Warmth and openness • Positive relationship with staff • Show respect for peers and staff 	<ul style="list-style-type: none"> • Experience as part of a team • Empathy with younger pupils
<ul style="list-style-type: none"> • Good record of achieving coursework deadlines • Able to cope with demands of course and complete duties related to the position 	<ul style="list-style-type: none"> • Record of commitment to subjects taken
<ul style="list-style-type: none"> • Organised • Motivated • Good time-management • Punctual • Assertive • Caring • Reliable • Offers to help • Positive • Sees solutions, not problems • Demonstrate initiative • Polite 	<ul style="list-style-type: none"> • Shown good leadership skills • Confident • Experience of public speaking • Wide range of interests • Proactive

Prefect Application

Why have you put yourself forward to be considered for the post of Prefect? Please bring to our attention any attributes/qualities you could bring to the Prefect role.

(You should refer to the Person Specification above and include examples of how you demonstrate the required skills and qualities).

Please use no more than one side of A4 to answer this question

Please indicate (tick) which groups you would like to be involved in (*please choose no more than 3 groups that you would like to be considered to be a part of*)

Eco

Pupil Voice

PR Group (noticeboards, website, social media)

Community Links

House Competitions

Library

S6 Social Committee (Halloween Hop, Ceilidh)

S6 Dance Committee

Yearbook

Please suggest any further groups you would like to see formed –

If you would like to apply for the role of School Captain and/or House Captain, **you should also complete the question below.**

School Captain / House Captain Applicants

Please describe what you will plan to achieve if you are selected to take on one of the positions, School or House Captain in Harris Academy.

Please use no more than two sides of A4 to answer this question

Please indicate the position(s) you are applying for (you can apply for more than one)

School Captain		House Captain	
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Signed: _____

Date: _____

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