

Handout 1.

NEW FARM STATE SCHOOL Application Process Outline



SO, YOU WANT TO BE A STUDENT CAPTAIN IN 2026?

Step 1

Carefully read the role descriptions (Handout 2) and if you wish to apply to be a leader, then complete a nomination form (Handout 3). You must nominate all positions you wish to apply for on the one nomination form. Collect your parents' signatures and confirmation that they support your application. Ask your class teacher to sign your application. Hand in completed form to the office no later than Thursday 18 September 3pm. No late nominations will be accepted.

Step 2

Prepare a short (1-2min) speech to support your application. Speeches will be delivered to year 3 - 5 students. Read the Role Description carefully; whatever you speak about should relate to this role description. Make some notes and organise your ideas into these three areas:

- Some examples of **leadership** you have already shown and what you hope you do in the future.
- Examples of how you have positively **participated** in School life so far and how you will continue to do so.
- How your **behaviour**, past and present would make you a great student leader.
- Please do not use gimmicks such as handouts or treats for the audience.

Step 3

Year 3 - 5 students vote in a secret ballot through an online forms.

Step 4

Staff review and vote on candidates for **School & School Vice Captains** Positions.

Step 5

Principal and Deputy Principal interview shortlisted candidates and students are ranked in order by merit.

Step 6

Successful **Captains** (2 School Captains and 2 Vice Captains) announced. A letter will be given to the successful candidates for their parents.

Step 7

Repeat this full process for House Captain Positions and then once the House Captains are announced, repeat the full process for the Project Captains.

Step 8

Captains for 2026 presented to the school at School Assembly in term 4.

Good Luck!

Dr Carmel McGrath - Principal

Deliver your nomination form to the office by 3pm on Thursday 18th September 2025. Applications after this date will not be considered.