


# HOW EFFECTIVE IS YOUR STUDENT REPRESENTATIVE TEAM?

How do you know if your student representative team (SRT) is effective? Over the years, SRTs have developed some criteria for what makes an SRT effective. Use the checklist below to review how effective your SRT is against these criteria and what some actions are that you could take to improve.

If you select mostly “always” for each criteria, your SRT is super effective. If you find you select mostly “never”, you probably need to think about taking some action to help make your SRT a more effective voice for the students at your school.

**KEY:** **A** = ALWAYS **S** = SOMETIMES **N** = NEVER

 If you're filling this out on your computer, phone or tablet, you can click on the dotted circles in the A, S and N columns, and type notes into the Action column.

## CRITERION 1: THE SRT MEETS REGULARLY

CRITERION	<b>A</b>	<b>S</b>	<b>N</b>	ACTION TO BE TAKEN
The SRT has a clear timetable for meeting.				
The SRT notifies all members (and other students) when the next meeting is to be held.				
SRT meetings are usually attended by most SRT members, and other students where appropriate.				
The SRT meets in various forms and groups (e.g. as a whole team, in sub-groups, etc.).				

## CRITERION 2: THE SRT HAS CLEAR STRUCTURES AND PROCESSES

CRITERION	A	S	N	ACTION TO BE TAKEN
There is a clear and widely understood process for a student to become a member of the SRT through election or appointment.				
There is a widely understood, accessible and agreed-upon written constitution that accurately describes how the SRT works.				
This constitution is reviewed and assessed regularly, as is the general functioning of the SRT.				
The SRT has internal structures and processes that are appropriate to its operation (including chairing, recording decisions, etc.).				
SRT meetings are efficiently run, are effective (productive) and enjoyable.				

## CRITERION 3: THE SRT IS REPRESENTATIVE OF THE VAST MAJORITY OF STUDENTS

CRITERION	A	S	N	ACTION TO BE TAKEN
Students are elected or appointed through democratic processes (that could be by election, or from volunteers, or by other agreed processes).				
The members of the SRT are diverse and represent many different types of students, such as students of different ages, genders, races, religions, ability levels and levels of school engagement, and accurately represent the school population overall.				
No significant group of students is, or feels that they are, unrepresented on or by the SRT.				

### CRITERION 3: THE SRT IS REPRESENTATIVE OF THE VAST MAJORITY OF STUDENTS

CRITERION	A	S	N	ACTION TO BE TAKEN
Being on the SRT is something that students want to do.				

### CRITERION 4: THE SRT REPORTS TO STUDENTS AND GETS ADVICE FROM STUDENTS

CRITERION	A	S	N	ACTION TO BE TAKEN
SRT representatives get advice and support from other students in different ways, such as through student forums and surveys.				
There are ways for the SRT members to report back to the student body and to get advice on what actions to take.				
The views of other students are considered and taken seriously by the SRT.				

### CRITERION 5: THE SRT DEALS WITH A RANGE OF ISSUES

CRITERION	A	S	N	ACTION TO BE TAKEN
The SRT is aware of the different things that an SRT can do, such as take action on issues in the school, advocate for changes based on what students want or need, having input into the school decision-making process and running student events.				
The SRT does a range of things, including advocacy for students, putting forward student views to teachers and/or school leadership (e.g. on curriculum, rules, uniforms, facilities, etc.), organising events, supporting agreed causes – i.e. it's not just restricted to fundraising or social activities.				

## CRITERION 5: THE SRT DEALS WITH A RANGE OF ISSUES

CRITERION	A	S	N	ACTION TO BE TAKEN
The SRT ensures appropriate time is allocated to discussing a wide range of issues and topics – it makes sure that one or two things don't dominate discussion and resources.				
The SRT sets up appropriate internal structures to deal with different issues (e.g. sub-groups or working parties).				
The SRT is effective in implementing and working on this range of issues.				
The SRT carries out its plans and achieves what it sets out to do.				

## CRITERION 6: THE SRT IS TRAINED AND NETWORKED TO BE EFFECTIVE

CRITERION	A	S	N	ACTION TO BE TAKEN
Appropriate training events are organised within the school and are available to all members of the SRT.				
Members of the SRT get follow-up support and informal training in the skills needed to do their work.				
The SRT has access to interschool networking opportunities.				

## CRITERION 7: THE SRT HAS TIME TO DO ITS WORK AND GETS CREDIT FOR ITS WORK

CRITERION	A	S	N	ACTION TO BE TAKEN
The SRT meets at a time that works for all members.				
Time is provided, as part of the school curriculum, for SRT members to do their work.				

## CRITERION 7: THE SRT HAS TIME TO DO ITS WORK AND GETS CREDIT FOR ITS WORK

CRITERION	A	S	N	ACTION TO BE TAKEN
Credit is provided for SRT members in order to recognise their contribution to the school and to their own learning.				
The SRT is publicly acknowledged for its work by the school.				

## CRITERION 8: THE SRT IS CONNECTED TO THE SCHOOL'S DECISION-MAKING

CRITERION	A	S	N	ACTION TO BE TAKEN
Students are represented on the school's decision-making body (e.g. school council or board). These students either come from the SRT, or are chosen from the student body, with more than one student appointed.				
Students are represented on a range of other committees within the school (e.g. uniform committee, curriculum committee, facilities, etc.).				
Student views are heard and considered seriously in all of these forums.				
The SRT is asked for its views by school leadership on all important matters.				

## CRITERION 9: THE SRT HAS TEACHER AND PRINCIPAL SUPPORT

CRITERION	A	S	N	ACTION TO BE TAKEN
There is an SRT support teacher who has dedicated time to support the SRT.				
This teacher supports and advises the SRT, but does not run or take over the SRT				
The SRT regularly meets with the principal and other appropriate members of the school administration.				
The views and suggestions of the SRT are seriously considered and discussed by teachers and school principal.				

## CRITERION 10: THE SRT HAS THE RESOURCES IT NEEDS

CRITERION	A	S	N	ACTION TO BE TAKEN
The SRT has a budget that it controls and allocates to its work.				
The SRT has access to practical resources such as photocopying, emails, etc.				
The SRT has a physical or virtual SRT noticeboard that it manages and has control over.				
The SRT has a space of its own to perform its work (e.g. an office or a desk).				

## WHERE TO FROM HERE?

Once again, if you select mostly “always” for each criteria, your SRT is super effective. If you find you select mostly “never”, you probably need to think about taking some action to help make your SRT a more effective voice for the students at your school.