

Education And Children's Services: Local Procedure Template

Local Procedure Title	Student Voice Local Procedure
Site	Sketchley School: Sketchley Hall, Forest House and Progression House
ECS Policy number and title	
Local Procedure template reference	
Local Procedure date	August 2025
Local Procedure review date	August 2026
Local Procedure Author(s)	Megan Surridge
Local Procedure Ratification	

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1. Aim

At Sketchley School, we believe that every student has the right to express their views, feelings, and opinions. We are committed to ensuring that our students' voices are heard and valued in decisions that affect their learning and school experience.

Aims of the Policy:

- To promote student participation in school decision-making processes.
- To create inclusive opportunities for all students to share their views.
- To empower students to develop confidence and leadership skills.

2. Student Council

- Student Council based at each site
- Elections will be held at least termly, ensuring students can nominate and vote for representatives.
- The Student Council will meet to discuss topics such as school improvements, wellbeing initiatives, and event planning.
- A designated staff member will support the Council and ensure that their feedback is presented to the Senior Leadership Team (SLT).

3. Worry Monsters

- Our Sketchley Hall site will have a Worry Monster where students can post their worries or concerns.
- Staff will check the Worry Monsters regularly, ensuring appropriate follow-up.
- Class teachers or pastoral staff will address concerns, providing additional support where needed.
- The use of Worry Monsters will be reviewed termly to assess effectiveness and gather student feedback.

4. Student Ambassadors

- Student Ambassadors will be selected from each site

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- Ambassadors will assist with school tours, peer mentoring, and supporting new students with transitions.
- Training will be provided to equip Ambassadors with the skills needed for their roles.
- Regular meetings with a staff mentor will allow Ambassadors to share their experiences and ideas.

5. Equality

This section outlines our commitment to promoting equality and safeguarding the rights of all individuals within our framework.

Our school aims to create an inclusive environment where every pupil is valued, respected, and encouraged to achieve their full potential.

This policy is aligned with the 2014 National Curriculum in England and adheres to the expectations set by Ofsted, the Office for Standards in Education, Children's Services and Skills.

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6. Promoting Inclusivity

- Communication methods will be adapted to meet the diverse needs of our students (e.g., visual supports, assistive technology).
- Alternative methods of participation, such as anonymous feedback boxes and sensory-friendly discussion groups, will be provided.

7. Responsibilities

Governance

The Student Voice Local Procedure will be approved by Sketchley School governance and they will hold the Headteacher to account for its implementation.

8. Monitoring and Review

- The impact of student voice initiatives will be reviewed termly by the SLT.
- Feedback from students will inform adjustments to the policy.

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- The policy will be formally reviewed annually with input from students, staff, and families.

9. Questionnaires

- Bullying questionnaires
- PSHE questionnaires
- ACE choices

10. References

The PSHE Local Procedure at Sketchley School is informed by the following DfE guidance:

- Keeping Children Safe in Education;
- Respectful School Communities;
- Behaviour and Discipline in Schools;
- Equalities Act 2010;
- SEND code of practice: 0 to 25 years;
- Mental Health and Behaviour in Schools;
- Preventing and Tackling Bullying, including cyberbullying;
- Sexual violence and sexual harassment between children in schools;
- The Equality and Human Rights Commission Advice and Guidance;
- Promoting Fundamental British Values as part of SMSC in schools.

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Local Procedure Review History:

Date Reviewed	Reviewer	Summary of revisions
14/02/2025	Megan Surridge	Local Procedure Created