

# Harris Academy



## Application Form for Prefects, House Officials and School Captains

Session 2016 - 2017

Name

School

Class

*An electronic copy of this application form can be found on both the  
Harris Academy and Menziehsill High School website*

## 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.

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

We will expect all of our prefects to take part in our Leadership Academy. Please indicate (tick) which leadership 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*)

*Fundraising*

*Eco*

*Pupil Voice and Pupil Council*

*Hospitality (Welcome, Parents' Evenings and Events)*

*PR Group (noticeboards, e-magazine, website, social media)*

*Community Links*

*House Competitions*

*Peer Support*

*International Education*

*Library*

*S6 Social Committee (Winter Ball, Prom, Panto etc)*

*Yearbook*

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

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Please return your completed application to the main office by Friday 4<sup>th</sup> March 2016**

**House Official / School Captain Applicants**

***If you intend to apply for one of the Senior Prefect positions, please complete this page.***

Please describe what you will plan to achieve if you are selected to take on one of the senior prefect positions 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**

<b>School Captain</b>		<b>School Vice-Captain</b>		<b>House Captain</b>	
<b>House Vice Captain</b>		<b>House Secretary</b>			

**Please return your completed application to the main office by Friday 4<sup>th</sup> March 2016**

## PREFECT – PERSON SPECIFICATION

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