



Special Edition Roles and Responsibilities Newsletter

September 2026



We value every child's voice and opinion, and encourage our children to play an active role in making our school an even better place. We want every child to feel that their ideas and contributions matter and that they have an important part to play within our school community.

From as early as Y3, children are encouraged to take on a variety of roles and responsibilities, such as becoming first aid monitors. As they move through the school, there are many opportunities for children to get involved, with everyone encouraged to put themselves forward for the roles that interest them.

These experiences provide children with valuable opportunities to develop important life skills such as teamwork, communication, confidence, responsibility and resilience. We recognise that children learn in many different ways and that these experiences are an important part of their development beyond the classroom.

Our older children also have opportunities to support and encourage younger pupils, assist with school events and activities, and act as positive role models. Through these experiences, they help to create a kind, caring and positive atmosphere across our school.

House Captains

We have four House Captains who have been elected by the pupils. They play an important role by strengthening relationships across the year groups. They can be identified by their school blazer.

How Children Are Selected

Our selection process begins at the start of term, when the class teacher gently introduces the range of roles available and explains these to the children. This allows pupils to ask questions, develop their understanding, and feel confident about what each role involves, including responsibilities such as occasionally missing playtimes or lunchtimes, before putting themselves forward.

Children are then supported to choose roles that interest them, with their teacher offering guidance and encouragement throughout the process. Pupils indicate the roles they are interested in, and final decisions are made by the teacher, taking these preferences into account wherever possible, alongside any roles the children may have held in previous years.

For pupils moving into Y6 and eligible for House Captain roles, a whole-school voting process is used. Candidates share their ideas through speeches in assembly, followed by a whole-school ballot.

This ensures that every pupil can participate and feel that their voice is heard.

Wellbeing Champions

Wellbeing Champions are pupils that will lead mindfulness sessions in class. Positive mental health and emotional wellbeing describes how we think, feel and relate to ourselves and others and how we interpret the world around us. These pupils will learn more about mindfulness and general wellbeing and be shown some mindful activities and practise these so they can go back into the class room and lead these with their class.

Music Monitors

Music Monitors help to set up the music concerts.

"Tell me and I forget, teach me and I may remember, involve me and I learn."

Benjamin Franklin

Eco Warriors

Our Eco Warriors will meet to discuss ways to reduce, reuse, and recycle and to protect our environment with the aim of making our school become “cleaner and greener”. The children will work closely with the Green Schools Project and where possible other local schools.

School Council

All children are given the opportunity to be a school council representative for their class. A different pair of children are selected to be a representative for their class every year.

The council representatives are selected to speak about the issues that their class have raised and discuss them during the school council meetings. When concerns are discussed in the group, solutions are suggested which are then taken back to the class. If the school council are not able to solve them, some concerns may be taken to be deputy and headteacher for consideration.

School Council have been involved with resolving the issues around school lunches. They have attended meetings with the catering staff and manager where together they agreed on the menu choices for the school.

School Council are actively involved with the wider community and take the opportunity to discuss and attend meetings on issues that affect our local community with the local council and other personnel.

Ambassadors

Ambassadors are our Y6 children who take on a number of responsibilities throughout the school. The Ambassadors can be identified through the white shirt and ties that they wear whilst on duty. They take responsibility and talk about things that affect them and work on issues to help improve the school environment. As Ambassadors they are expected to set an example to the rest of the school.

First Aiders

First Aiders are voted by their class peers. They will vote for the person they believe to be caring, sensible and helpful. The role of a Junior First Aider is to work alongside a staff member and be able to assist with simple first aid duties and tasks such as; being supportive to an injured child, collection and distribution of first aid boxes, bum bags, hi-viz jackets and first aid supplies.

Play Leaders

Play Leaders are role models for the entire school. They demonstrate to others how to play, how to play safely and how to include everyone. They encourage pupils to improve their sport skills and to try their best. As they are encouraged to include all pupils, they make playtimes and lunchtimes a fun and happy time.

Play Leaders are on duty every day at playtimes and lunchtimes. There are twenty Play Leaders altogether and four on duty daily.

Peer Mediators

Peer Mediators are pupils, who have received training to help resolve minor conflicts with children of the same age.

Peer Mediators receive two days training to teach them all about mediation. They learn about new concepts like impartiality and prejudice, along with negotiation skills and effective listening. They understand that if they are unable to deal with all conflicts that arise, they take such issues to an adult.

Peer Mediators are on duty one day a week, at playtimes and lunchtimes.

Librarians

Librarians help in the daily running of the school library. Their duties include putting books back on shelves, suggesting books for younger children to read, helping with book displays, labelling and scanning books.

Digital Leaders

Our digital leaders are responsible for looking after our Chrome Books. Each week, they bring the Chrome Books to their classes, distribute them and then return them at the end of the day. They also take responsibility for reminding children about keeping their information safe and being responsible digital citizens.