



Friday 16th January 2026

Dear Parents/Carers,

I am writing to share an important update about **Student Leadership at St Matthew's Catholic Primary School**.

As you know, we already have a number of student leadership roles in place within school. This term, we are **further developing and strengthening our Student Leadership programme** to ensure it remains meaningful, well-organised and has a positive impact across school life.

We believe student leadership is an important opportunity for children to develop confidence, responsibility, teamwork and pride in their school community. It also helps pupils understand that they can contribute positively to their school and be role models for others.

Student Leadership Roles Across School

To make sure leadership roles are appropriate for each age group, student responsibilities will be organised as follows:

Reception and Key Stage 1

In Reception and Key Stage 1, leadership roles will focus on supporting children to develop early responsibility through class-based jobs and pupil voice opportunities.

- **Class Monitors** – managed by **class teachers**
- **Class Councillor** – representing the class voice
- **School Council** – led by **Mr Holden**

Lower Key Stage 2 (Years 3 and 4)

In Lower Key Stage 2, pupils will begin to take on more structured responsibilities and learn the importance of reliability and positive role modelling.

- **Class Monitors** – managed by **class teachers**
- **Class Councillor** – representing the class voice
- **School Council** – led by **Mr Holden**



Upper Key Stage 2 (Years 5 and 6)

In Upper Key Stage 2, children will take on increased leadership responsibilities and will be expected to demonstrate maturity, reliability and pride in representing our school.

- **Class Monitors** – managed by **class teachers**
- **Class Councillor** – representing the class voice
- **School Council** – led by **Mr Holden**

Prefects and Head Boy/Girl Team (Whole School Responsibilities)

In Upper Key Stage 2, some pupils may also be selected for the roles of **Prefect, Head Boy and Head Girl** and **Deputy Head Boy and Deputy Head Girl**.

These are **whole-school responsibilities** and children in these roles are expected to lead by example at all times. Prefects will be supported closely so they understand the importance of their duties and how to carry them out successfully.

- **Prefects / Head Boy and Head Girl / Deputy Head Boy and Deputy Head Girl** are led by **Mrs Dunbar**
- Prefects are given specific whole-school roles and jobs
- A member of school staff will act as a **positive role model**, supporting and modelling how to carry out responsibilities correctly and respectfully

High Expectations – Roles Are a Privilege

It is important that all pupils understand that student leadership roles are a **privilege** and not an entitlement. Leaders must show consistently high standards of:

- behaviour and conduct
- effort and attitude to learning
- respect towards adults and other pupils
- responsibility and reliability

As part of this further development, we will also be **reviewing our current prefect team**. Any child not meeting expectations will be supported and given guidance to improve. However, if expectations are not maintained, some pupils **may lose their leadership role**. This is always managed sensitively and fairly, and is done to ensure that student leadership remains respected and purposeful.

Thank you for your ongoing support in helping us encourage every child to demonstrate the values of St Matthew's: kindness, respect, responsibility and pride in our school community.

Yours sincerely,

Mrs C Sime
Headteacher