**Sixth Form Committee**

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| **Chairperson** | The Chairperson oversees all the activities of the Committee and will sometimes have to make important decisions, be able to lead a team of people and delegate jobs when necessary. The Chair will also be expected to give a vote of thanks to the guest speaker on Presentation Evening. |
| Vice-Chair | Works closely with the Chairperson and helps in the decision making process and stands in for the Chairperson when necessary. In the first term this person will assist in helping to welcome our new students from other schools into sixth form. |
| **Secretary** | The secretary is responsible for all correspondence to and from the Committee and will take the minutes of committee meetings. Will also be responsible for co-ordinating transport arrangements for the OAP Party. |
| Treasurer | This role is the only staff position on the committee (Mrs Bullion) This is due to the financial audit trail requirements within the school. |
| Fundraising/Events Co-ordinators  (Ideally 2 students) | These students will be responsible for co-ordinating ideas for new fundraising initiatives and will make decisions (with input from other committee members and sixth formers) about the type of events to organise in year 13, depending on the amount of money raised. These students will work closely with Mrs Bullion |
| Publicity | Working closely with the events partnership above, this student will be responsible for publicising sixth form events and fundraising activities via social media and posters. |
| Charity  Co-ordinators  (Ideally 2 students) | This person will be responsible for co-ordinating sixth form fundraising activities in connection with our sponsored families in Rwanda . In addition, this person will ensure that sixth form students are actively involved, where appropriate, in non-uniform charity days organised by KS3 and KS4. This role will involve liaison with Mr Linz and other senior members of staff. |
| Student Voice  Co-ordinator | This person will be part of the committee but will also be responsible for leading the student voice leaders. This will mean taking on board the views of students and having an active role in the student voice work within the Sixth Form. |