



2027 Student Leader Application Form

The student leadership team is a standing committee of students from across all year levels in the school.

The student leadership team consists of:

- Senior Captain/s (Year 12 - 2 maximum)
- Junior Captains (Year 6 - 2 maximum)
- Student Leaders (Years 3 - 12)

Selection Process

- Students self-nominate between Term 3 Week 6 and Term 3 Week 10, 2026 to be part of the Student Leadership Team. They respond to questions related to their motivations, their views on leadership, their values and previous contributions both within and outside the schooling community.
- They provide a headshot photograph of themselves for school use until official photos are available.
- Nominees are endorsed by two Cairns SDE staff members – one must be a current teacher.
- Nominees deliver a recorded 1-minute videoed speech explaining why they should be considered for the position of student leader/school captain.
- Nominees who meet the criteria of the application are reviewed by Student Leader Staff Team and members of the Cairns SDE Executive Team.
- Successful nominees are contacted by the Student Leader Coordinator by Term 4 Week 5.

Key Objective

The Student Leader Team's main objective is to give students a voice in decisions being made about their schooling and to actively participate in developing positive student social experiences. They use their voice to shape their educational experience.

Roles and Responsibilities of all Cairns SDE Student Leaders

Cairns SDE Student Leaders are role models and promote the values and expectations of Cairns School of Distance Education at school and within the community.

They:

- uphold Cairns SDE PBL Responsible, Respectful and Resilient behaviour expectations at all times
- demonstrate reliability and trustworthiness when engaging with teachers and students, including curriculum engagement, attending meetings and representing student views accurately and confidentially
- support the purpose and direction of Cairns SDE and contribute to establishing and implementing initiatives to shape the future of the school
- consult and provide feedback/updates to relevant student cohorts about Student Leadership initiatives via assembly and meeting minutes
- promote academic excellence and social and emotional wellbeing
- support peers to obtain their personal best (including attendance and participation at school events, sports days and extra-curricular activities when possible)
- collaboratively lead school assemblies, student clubs, special events (ANZAC Day, Sports Day, Cultural Day, Presentation of Awards ceremonies and Community Engagement events) as directed
- positively promote Cairns School of Distance Education to students, parents and the wider community.

Senior School Captains

- chair student leadership meetings
- attend senior assembly
- liaise with Cairns SDE staff for school events
- participate in leadership mentoring
- PBL Team member – PBL meetings (once per term)
- represent the school at formal events
- co-host presentation day – deliver Year 12 student speech
- undertake official duties for Year 12 graduation

Junior School Captains

- attend student leadership meetings
- attend Year 6 assembly
- liaise with Cairns SDE staff for school events
- participate in leadership mentoring
- presentation day – Year 6 student speech
- deliver Year 6 graduation student speeches

Student Leaders

- attend student leadership meetings
- attend assembly
- liaise with Cairns SDE staff for school events
- participate in leadership mentoring
- participate in Leadership Events, Student Clubs, ANZAC Day ceremonies, Community Engagement events: Mini Schools, Annual Camps, Cultural Day, Sports Carnival and Celebration Week.

If I apply, what will my commitments be?

- Attend and actively participate regularly in meetings.
- Read all meeting minutes and follow up with actions when directed.
- Attend and contribute to sector assemblies, including promoting and attending school events.
- Positively and actively promote the role of student leader within our school.
- Be a role model for other students by always following the school's Positive Behaviour for Learning expectations and attending school events when possible.
- Maintain regular email/phone correspondence with the student leader coordinators and other Cairns SDE staff.
- Keep a journal of the duties that you engage in throughout the year.

What happens if I don't fulfill my Student Leader or Captain commitments to be a Responsible, Respectful and Resilient student?

- You will be asked by the Student Leader Coordinators to explain the reasons you have been unable to complete your responsibilities as a Student Leader or student of Cairns SDE.
- If you are unable to recommit to your Student Leader role, you will be asked to resign from your leadership position.

How do I apply?

1. **Complete** the application form attached. **Attach** a headshot photograph of yourself and **create** a spoken video presentation as directed before the **due date Friday 18 September 2026**.
2. **Submit** your completed nomination form **with your 1-minute video and headshot photograph** via email to one of the Cairns SDE Student Leader Coordinators. Late submissions will not be considered.

Cairns SDE Student Leader Coordinators

Ms Preston spres40@eq.edu.au Ph:07 40809183 or Mrs Jill Sugden jrsug0@eq.edu.au Ph:07 40809129

Student Leaders for 2027 will be announced to the whole school community in Term 4 Week 7 during our Cairns SDE Presentation Ceremonies.



2027 Student Leader Nomination Form

Student Name: _____

2027 Year Level: _____

Please select the 2027 Student Leader position/s you wish to nominate for:

Year 3 to 6 Student Leader Roles		Year 7 to 12 Student Leader Roles	
Senior Captain (Year 12 only)	☐	Junior Captain (Year 6 only)	☐
Secondary Student Leader	☐	Primary Student Leader	☐

Record and submit a one-minute video (MP4) that:

- introduces yourself, tells us where you are from, and the year level you will be in next year
- gives reasons for why you want to be a leader at Cairns SDE
- tells us why you should be elected to represent the students of Cairns SDE

Take a head shot photograph and attach to the email submission

Respond to the following questions:

1. Identify areas that you are interested in leading, alongside regular Student Leader duties:

2. What would you like to improve or introduce for students at Cairns SDE (across P-12) and why?

3. List any skills or relevant experience you have that will help you fulfil the duties of a Cairns SDE Student Leader or School Captain.

Student Candidate's Declaration

I, promise, if appointed, to fulfil the duties of the role of Student Leader at Cairns School of Distance Education to the best of my ability. I will attend community engagement events, team meetings and assemblies, as part of my student leader role.

Signed: _____

Date: _____

Parent/Caregiver's Declaration

I, _____ support my child's application to be a Student Leader of Cairns School of Distance Education and will support them to fulfil the duties of the role if appointed. I will encourage my child to attend community engagement events, team meetings and assemblies, as part of their role as a student leader.

Signed: _____

Date: _____

Endorsements

Your Student Leader nomination needs to be endorsed by two Cairns SDE staff members – one must be a current teacher - who can recommend you as being a responsible, respectful and resilient student with leadership qualities.

Endorser's Declaration

I highly recommend _____ for the role of Cairns SDE Student Leader. They have demonstrated to me that they are responsible, respectful and resilient when engaging with others and in their studies/work.

Endorser 1:

Full Name _____ Job Title _____

Signed: _____ Date: _____

Endorser 2:

Full Name _____ Job Title _____

Signed: _____ Date: _____

Student Leader Shirt Sizes

Please select the shirt size that will fit you next year if you are successful in gaining a leadership position (refer to size chart below):

Children/kid sizes:

K4 ☐ K6 ☐ K8 ☐ K10 ☐ K12 ☐ K14 ☐ K16 ☐

Adult sizes:

XS ☐ S ☐ M ☐ L ☐ XL ☐ 2XL ☐ 3XL ☐ 4XL ☐ 5XL ☐ 6XL ☐ 7XL ☐

Size Chart (measurements in cm)

K4	K6	K8	K10	K12	K14	K16
33-35	37-39	39-41	41-43	43-45	45-47	47-49

XS	S	M	L	XL	2XL	3XL	4XL	5XL	6XL	7XL
51-53	53-55	55-57	57-59	59-61	61-63	63-66	66-69	69-72	72-75	75-78

HOW TO MEASURE TOPS

All measurements are in **cm**.

To find the measurements right for you, place a garment on a flat surface and measure as marked on the diagram below.

Half Chest (**A**) measurements are taken **2cm** under arm.



We look forward to receiving your applications - Ms Preston spres40@eq.edu.au and Mrs Jill Sugden jrsug0@eq.edu.au