



KGS Student Leadership Selection Policy

Revised August 2026

Approved by SLT
Responsible Officer Principal
Review Cycle Annual
Next Review July 2027

Karachi Grammar School

Student Leadership Selection Policy

1. Purpose

The KGS Student Leadership Program aims to develop responsibility, teamwork, and service among students while providing them with opportunities to contribute meaningfully to school life. This policy outlines the principles, criteria, and process for selecting student leaders across KGS.

KGS believes that leadership is an **act of service** rather than status. Student leaders are expected to demonstrate humility, integrity and a commitment to supporting others.

2. Guiding Principles

- **Fairness and Transparency:** The selection process will be open, consistent, and communicated to all stakeholders.
- **Inclusivity:** All students will have the opportunity to be nominated and or elected
- **Merit and Potential:** Selection will be based on a balance of demonstrated leadership qualities and potential for growth.
- **Student Voice:** Students will play a role in nominating and voting, ensuring that the leadership body reflects their peers' confidence.
- **Staff Voice:** Teachers will play a role in nominating and voting, ensuring that the leadership body reflects their confidence.
- **School Values:** Leaders must embody the school's mission, vision, and core values in word and action.

3. The Prefect Body

The Prefect Body is the formally recognised student leadership body across KGS. Additionally the School also recognises a wide range of leadership opportunities beyond the Prefect Body, found in clubs and societies, teams and the classroom.

Junior Section Prefects

Form & Sports Captains & Vice
Captains (Year III – VI)

House Captains
(Year VI)

Middle Section Prefects

Form & Sports Captains & Vice
Captains (Year VII-IX)

House Captains & Deputies
(Year IX, Navy Blue Gowns-House Trim)

Praeposters
(Navy Blue Gowns-Maroon Trim)

Head Boy and Head Girl
(Maroon Gowns)

College Section Prefects

College Prefects
(Navy Blue Gowns)

House Captains & Deputies
(Navy Blue Gowns-House Trim)

Praeposters
(Navy Blue Gowns-Maroon Trim)

Head Boy & Head Girl &
Deputies (Maroon Gowns)

4. Eligibility Criteria

Students for leadership positions must have demonstrated:

- Responsibility and reliability in school duties, classroom behaviour, online and on social media.
- Consistent effort and commitment in class learning and co-curricular activities.
- Upheld school rules and served as positive role models both inside and outside of school.
- Displayed respect for peers, staff, and the wider community.
- Shown team spirit, cooperation through their Form, Year Group, House and support for the schools safeguarding culture.
- Attendance of 92% or above will normally be expected unless exceptional circumstances are approved by the Head of Section.
- **Proven academic track record with good standing.**

5. Selection Process

The selection process is designed to be transparent and merit-based. Selection will not discriminate on grounds such as gender, religion, ethnicity, disability or socioeconomic background. Whilst we endeavor to always follow the student leadership procedures, the Principal reserves the right to exercise professional judgement and is not bound by the outcome of any single stage of the process.

The **Junior Section (JS)** and **Middle Section (MS)** selection process will consist of the following stages:

I. **Nomination**

- Students will be nominated by the Heads of Year, Heads of House, Heads of Department, Form Tutors and teachers. In the Middle Section they can also be nominated by their peers (the outgoing Prefects and their own year group).

II. **Screening**

- A holistic review of the students' performance is taken. Teacher feedback, attendance and behavioral records will be considered.

III. **Student Voice**

- Student voting (where age appropriate).
- Nominees for Sports Captains are given a day in School to introduce themselves to their peers/class at break and early morning, before elections are conducted.

IV. **Section Leadership Interview/Presentation**

- Candidates for Middle Section Head Boy and Head Girl will be interviewed by the Principal and extended SLT of the Middle Section to demonstrate their suitability.
- Candidates for the other prefect roles will not be interviewed. Rather their suitability and selection will be overseen by the Extended SLT.

V. **Final Decision**

- The Senior Leadership and Head of Section will make final appointments, balancing student voice with historic records and staff judgment.
- Selection decisions are final. However, students may request a review of the process through the Head of Section within five working days where there is evidence that these published procedures were not followed.

The **College Section** selection process will consist of the following stages:

I. **Application**

- Students apply for Prefect, House Captain and Head Boy/Girl positions using an online application form.

II. **Screening**

- Academic and attendance records of all applicants will be reviewed. Applicants who do not meet the specific threshold for the role they applied for will not move forward in the selection process.
- All thresholds are reviewed, set and communicated with students each year. For Maroon Gowns, the thresholds are higher.

III. **Student Voice**

- Student voting will be conducted via an online form. Students will be sent voting forms along with a list of candidates and their photographs to help with recognition. Students will be given deadlines for voting to minimise lobbying and disturbances during school hours. All students vote for 2 Head Boy and 2 Head Girl candidates across all houses. Students must also vote for 2 male House Captains, 2 female House Captains, 1 male prefect and 1 female prefect from their house.
- The weighting of student votes is 50%

IV. **Staff Voice**

- Staff voting will be conducted via an online form. Staff will be sent voting forms along with a list of candidates and their photographs to help with recognition. Teaching staff will vote for at least one Head Boy, one Head Girl, 1 male House Captain and 1 female House Captain.
- The staff voting has a weighting of 50%

College Prefects (Navy Blue Gowns)

Screening thresholds and votes are collated by the House teams with recommendations made to the Extended SLT. Suitable Prefect applications will automatically be considered by the Extended SLT for *Praeposter* roles. Candidates applying to be Prefects will not be interviewed.

Maroon Gowns & House Captains:

Votes are collated and the top 4 candidates are selected for interview. In some cases, where the voting results are too close to differentiate, 5 candidates may be called in for interview. From this pool, deputies will be drawn.

If the application for a Maroon Gown or House Captain is not successful, the student may still be considered for a *Praeposter* or Prefect role by the Extended SLT.

V. Interview

- Candidates for Head Boy and Head Girl will be interviewed by the Principal and the Extended SLT to demonstrate their suitability.
- Candidates for House Captain will be interviewed by the Extended SLT and the House team.

VI. Final Decision

- The Extended SLT will make final appointments, balancing student votes, staff votes, interview performance and suitability for the role.
- Selection decisions are final. However, students may request a review of the process through the Head of Section within five working days, where there is evidence that these published procedures were not followed.

6. Expectations of Student Leaders

Student leaders are expected to:

- Serve as role models of integrity, kindness, respect, discipline and responsibility.
- Represent their peers' views and promote student voice.
- Support school events, House activities, initiatives, and community service.
- Collaborate with teachers and peers to maintain a positive school culture encouraging teamwork and fair play.
- Commit time and effort to leadership duties without neglecting academic responsibilities.

7. Duration of Tenure

- Leadership roles are held for one academic term in Junior Section and one academic year in Middle and College Sections. Middle Section Form Captains are changed monthly to provide greater opportunities to develop leadership skills.
- Student leaders may be removed from office where there is a significant breach of the school's behaviour expectations, a sustained decline in academic engagement and/or attendance, repeated failure to fulfil duties, or conduct inconsistent with the school's values. Such decisions will be made by the Head of Section in consultation with the Principal.

8. Monitoring and Review

- The effectiveness of the Student Leadership Programme will be reviewed annually through student feedback, staff feedback and an evaluation of the impact of student leadership across the School. Recommendations will inform future revisions of this policy.