

PROPOSAL FOR STANDARDIZED STUDENT COUNCIL FRAMEWORK

1.0 INTRODUCTION & PURPOSE

This document formalizes the structure and operating procedure for the Student Council at BCM School, Chandigarh Road. The purpose of this framework is to establish a clear, two-tier leadership system that promotes student governance, responsibility, and discipline. By defining specific roles, eligibility criteria, and a transparent selection process, this model aims to nurture future leaders and ensure the smooth functioning of student-led initiatives.

2.0 COUNCIL STRUCTURE & KEY RESPONSIBILITIES

The Student Council is divided into Junior and Senior wings to cultivate leadership at appropriate developmental stages.

2.1 Junior Student Council (Grades IV–V)

S.No.	Designation	No. of Post	Eligible Grade	Key Responsibilities
1	Head Boy	1	V	Leads the Junior Council; sets an example in conduct & discipline.
2	Head Girl	1	V	Leads the Junior Council; assists in organizing junior school events.
3	Deputy Head Boy	1	IV	Supports the Head Boy; manages duties in his absence.
4	Deputy Head Girl	1	IV	Supports the Head Girl; manages duties in her absence.
5	Sports Captain (Boy)	1	V	Assists in organizing junior sports events and house games.
6	Sports Captain (Girl)	1	V	Assists in organizing junior sports events and house games.
7	Social Service leader (Boy)	1	IV	Promote social responsibility, empathy, and community involvement among students
8	Social Service Leader (Girl)	1	IV	Promote social responsibility, empathy, and community involvement among students
9	Lit. & Cult. Monitor (Boy)	1	V	Helps organize literary and cultural activities for the junior wing.
10	Lit. & Cult. Monitor (Girl)	1	V	Helps organize literary and cultural activities for the junior wing.
11	Discipline Incharge (Boy)	1	V	Monitors uniform and behavior in junior wing assemblies.
12	Discipline Incharge (Girl)	1	V	Monitors uniform and behavior in junior wing assemblies.
13	Social Service Leader (Boy)	1	V	Leads small-scale community service projects for juniors.
14	Social Service Leader (Girl)	1	V	Leads small-scale community service projects for juniors.
15	House Captains	8	V	Leads their house; motivates juniors for inter-

	(Boys & Girls)			house competitions.
16	Vice House Captains (Boys & Girls)	8	IV	Supports the House Captain; assists in team management.

2.2 Senior Student Council (Grades VIII–XII)

S.No.	Designation	Quantity	Eligible Grade	Key Responsibilities
1	School Captain	1	XII	The supreme student leader; represents the school at external forums; oversees the entire council.
2	Sports Captain (Boy)	1	XII	Heads all sports activities; works closely with the H&PE Dept.
3	Sports Captain (Girl)	1	XII	Heads all sports activities; works closely with the H&PE Dept.
4	Head Boy	1	XI	Manages daily student body affairs and discipline.
5	Head Girl	1	XI	Manages daily student body affairs and discipline.
6	Head Activity	1	XI	Planning, organizing, and executing various co-curricular and extra-curricular programs
7	Head Entrepreneur & Business Affairs	1	XI	Promoting financial awareness, entrepreneurship, and business-related activities
8	Head NCC	1	XI	Maintaining discipline, promoting patriotism, and supporting the overall functioning of the school
9	Head Art & Design	1	XI	Promoting creativity, visual communication, and aesthetic development
10	Head Assembly & Choir	1	XI	Organizes the daily/weekly school assemblies in coordination with teachers and student volunteers
11	Head Community	1	XI	Build a positive, supportive, and inclusive environment
12	Head Outreach	1	XI	Build strong connections between the school, students, teachers, parents, and the wider community
13	Head Environment & Sustainability	1	XI	Promoting eco-friendly practices within the school
14	Head Innovation & Tinkering	1	XI	Promoting creativity, problem-solving, and hands-on learning within the school
15	Head CBSE & Govt Affairs	1	XI	Act as the primary communication link between the school and CBSE, State Education Department, and other government authorities
16	Head Youth Empowerment	1	XI	Motivating, guiding, and supporting students to become confident, responsible, and active members

17	Head NSS	1	XI	Promoting community service, social responsibility, and discipline
18	Deputy Head Boy	1	X	Deputizes for the Head Boy; in charge of specific assigned duties.
19	Deputy Head Girl	1	X	Deputizes for the Head Girl; in charge of specific assigned duties.
20	Deputy Head Activity	1	X	Deputizes for the Head Activity; in charge of specific assigned duties.
21	Deputy Head Entrepreneur & Business Affairs	1	X	Deputizes for the Head Entrepreneur & Business Affairs; in charge of specific assigned duties.
22	Deputy Head Sports	1	X	Deputizes for the Head Sports I; in charge of specific assigned duties.
23	Deputy Head NCC	1	X	Deputizes for the Head NCC I; in charge of specific assigned duties.
24	Deputy Head Media	1	X	Deputizes for the Head Media; in charge of specific assigned duties.
25	Deputy Head Art & design	1	X	Deputizes for the Head Art & design; in charge of specific assigned duties.
26	Deputy Head Assembly & Choir	1	X	Deputizes for the Head Assembly & Choir; in charge of specific assigned duties.
27	Deputy Head Community	1	X	Deputizes for the Head Community; in charge of specific assigned duties.
28	Deputy Head Outreach	1	X	Deputizes for the Head Outreach; in charge of specific assigned duties.
29	Deputy Head Environment & Sustainability	1	X	Deputizes for the Head Environment & Sustainability; in charge of specific assigned duties.
30	Deputy Head Innovation & Tinkering	1	X	Deputizes for the Head Innovation & Tinkering; in charge of specific assigned duties.
31	Deputy Head Ai & digital Literacy	1	X	Deputizes for the Head Ai & digital Literacy; in charge of specific assigned duties.
32	Deputy Head CBSE & Govt Affairs	1	X	Deputizes for the Head CBSE & Govt Affairs; in charge of specific assigned duties.
33	Deputy Head Youth Empowerment	1	X	Deputizes for the Head Youth Empowerment; in charge of specific assigned duties.
34	Deputy Head NSS	1	X	Deputizes for the Head NSS; in charge of specific assigned duties.
35	House Captains (Boys & Girls)	8	IX	Leads their house for all inter-house competitions; maintains house morale.
36	Vice House Captains (Boys & Girls)	8	VIII	Supports the House Captain; assists in coordinating house activities.
37	Vice Social Service Leader (Boy)	1	VIII	Assists the Social Service Leaders in organizing drives.
38	Vice Social Service Leader (Girl)	1	VIII	Assists the Social Service Leaders in organizing drives.

3.0 ELIGIBILITY CRITERIA

1. **Grade Eligibility:** The candidate must be studying in the specific grade mentioned for the post in the current academic session.
2. **Academic Performance:** The candidate must have scored **80% or above** in the previous academic class.
3. **School Tenure:** The candidate must have been a student of BCM School, Chandigarh Road, for a minimum of **two years**.
4. **Conduct:** The candidate must have a clear disciplinary record with no history of suspension or being a defaulter (e.g., issued a yellow or red card).
5. **Attendance:** The candidate must have a minimum of **90% attendance** in the previous academic session.
6. **Participation:** Preference will be given to candidates who have actively participated in Interschool Events.
7. **Personal Attributes:** The candidate must possess leadership skills, good communication abilities, and be self-disciplined, self-motivated, versatile, and willing to discharge duties.

4.0 ROLES AND RESPONSIBILITIES (OVERARCHING)

All members of the Student Council are expected to be role models and are entrusted with the following collective responsibilities:

- **As Role Models:** To lead by example in sincerity, values, discipline, execution of duties, uniform, and overall demeanor.
- **As Planning Committee Members:** To conceive ideas and plan curricular and co-curricular activities in collaboration with teachers.
- **As Execution Committee Members:** To organize activities and assist teachers in the smooth conduct of intra-school and inter-school events.
- **As Discipline and Decorum Committee Members:** To help maintain discipline and address cases of indiscipline among students.
- **As Uniform Monitoring Committee Members:** To assist teachers in monitoring uniform defaulters.
- **As Feedback Representatives:** To collect and compile student feedback on school systems and initiatives.
- **As Members of the Grievance Redressal Cell (GRC):** To actively assist in resolving student grievances.
- **As Members of Tours and Trips Committees:** To contribute to the exploration and planning of educational trips and tours.

5.0 SELECTION PROCESS

To maintain transparency and select the most deserving candidates, a standardized process is recommended:

1. **Notification:** Announcement of council posts and invitation for applications via the school website and notices.
2. **Application Scrutiny:** Class Teachers and Section Heads to verify all applications against the stated eligibility criteria.
3. **Interaction/Interview:** Shortlisted candidates to appear for an interaction with a panel comprising the Principal, Vice-Principal, and Senior Teachers to assess their suitability, leadership qualities, and communication skills.
4. **Final Approval & Declaration:** The final list of selected candidates to be approved by the Principal. Results will be declared in the school assembly and published on the notice board.

5. **Investiture Ceremony:** A formal ceremony will be held to confer badges and administer the oath of office to the newly appointed council.