

Laborschule Bielefeld's Bill of Rights II

The Constitution of Key Stage II (Years 3, 4 and 5)

This is the constitution for Key Stage II at Laborschule Bielefeld, which includes year 3, 4 and 5. In other words, the constitution addresses students aged around eight to twelve.

Preamble

- (1) In the period from 10 November 2015 to 20 March 2018, the pedagogical team of the stage II of Laborschule Bielefeld met as a constituent assembly. The staff members agreed on the future participation rights of the students which would apply in Stage II.
- (2) The participation of the students in all decisions affecting them is thereby recognised as a fundamental right. The pedagogical work is to be oriented towards this fundamental right. An attitude of dialogue is the basis of the pedagogical working relationship.
- (3) At the same time, the participation of the students is a necessary prerequisite for (self-)education processes and the development of democratic thinking and acting as well as a central component of child protection.

Section 1: Constitutional Bodies

§ 1 Constitutional Bodies

The constitutional bodies of Key Stage II of Laborschule Bielefeld are the Group Council and the Stage II Parliament.

§ 2 Group Council

- (1) The group council meets regularly in each group, if possible once a week and as required.
- (2) The group council is composed of all students and the educators of the respective group employed at Laborschule Bielefeld.
- (3) The group council shall decide on all matters exclusively concerning the respective group within the scope of the responsibilities set out in section 2.
- (4) Consensus shall be sought in decision-making. In case of doubt, the simple majority of all members present at the meeting shall decide, but never against the votes of the care team or against the votes of all students.
- (5) The students of the respective group elect two delegates and two representatives for the Stage II Parliament from their circle at the beginning of the school before the autumn holidays.
- (6) The elections shall be held as free elections among all students who declare themselves willing for election for one school year. The delegates and representatives shall be elected in one ballot. In addition to the above-mentioned conditions, the election procedure is optional for all groups. The usual democratic instructions such as the right to resign, vote of no confidence, etc., also apply to those elections.

§ 3 Key Stage II Parliament

- (1) The Parliament shall meet regularly, if possible weekly, at least once a month. At the beginning of the school year, the Stage II Parliament shall, according to the possibilities of the adults' timetable set the time and place.
- (2) The Stage II Parliament consists of two delegates or their representatives from each of the nine groups. In addition, two elected educators also take part. These are elected by the Stage II Parliament to accompany them. They are seen as supporters of the students and have no voting rights. If necessary, other persons may be invited.
- (3) The Stage II Parliament shall decide on all matters concerning the entire Stage II. The items on the agenda of the respective meeting are collected in advance in the group assemblies and made public to each Stage II group.
- (4) Consensus shall be sought in decision-making. In case of doubt, a simple majority of all those present and entitled to vote shall decide.

(5) The meetings of Parliament and all decisions taken shall be minuted. The minutes shall be approved by the members of Parliament and made available to each group and made publicly accessible to the whole school.

(6) The minutes shall be presented in the groups by the delegates until the next meeting. The students are supported by the educators.

Section 2: Areas of Responsibility

§ 4 Day Structure

The educators reserve the right to determine the structure of the day and the associated daily routine as well as their attendance times in the groups.

§ 5 Participation in classes

The students have no right to decide whether they attend classes.

§ 6 Contents and organisation of lessons

(1) In the sense of the preamble, every student should be able to shape his or her lessons according to his or her interests.

(2) The educators are responsible for the pedagogical and didactical framework of the teaching. The students have the right to be consulted with regard to what, where, how, when and with whom learning is to take place.

(3) The students have the right to have a say in project topics during learning times and in the leisure time. Project topics can be introduced by students and educators.

(4) The Stage II Parliament has the right to be consulted on all offers concerning the students of Stage II (e.g. elective groups, learning activities, etc.).

(5) The students do not have the right to decide whether they engage with the basic content of the Stage II curriculum.

§ 7 Learning Activities

(1) Learning Activities in the afternoons are part of the provision in Stage II. The students must sign in and out with the adults.

(2) The students have the right to decide in which activity they participate. They have the right to co-decide what takes place there.

§ 8 Organisation of their own learning

- (1) The students have the right to organise their own learning within the framework offered.
- (2) The educators reserve the right to organise learning through specific compulsory offers for individuals and groups, including specific forms of organisation of learning.

§ 9 Individual needs

Students have the right to satisfy their basic needs (thirst, hunger, warmth/cold, toileting) in a self-determined manner. The students are required to orientate themselves according to the requirements of the daily structure (cf. § 4).

§ 10 Order

- (1) All people who use the areas and the outdoor grounds of Stage II are responsible for keeping order. In particular, the toilets must be clean.
- (2) The students have the right to help decide in which way and by whom order is maintained in the areas and on the outdoor grounds of Stage II.

§ 11 Organisation of breaktimes

- (1) The students have the right to decide for themselves with whom, where and what they do during the break. They have the right to use provided materials and activities of their choice.
- (2) In justified exceptions resulting from rule disruptions according to § 17, the educators reserve the right to temporarily suspend the right according to § 11 (1) temporarily. There is a duty to justify this decision as well as a clarification obligation.

§ 12 Festivals and celebrations

- (1) The students have the right to participate in deciding which festivities are celebrated and how they are organised.
- (2) Within school hours, students have the right to decide for themselves whether and how their birthday is celebrated.
- (3) The educators reserve the right to decide on the participation in festivities which concern the whole school.

§ 13 Excursions

- (1) The educators reserve the right to decide when and if excursions take place as part of lessons.
- (2) The students have the right to decide on the theme and aim of the excursion and how it is to be organised.

§ 14 Group trips

- (1) Based on the travel curriculum, the educators reserve the right to decide when, if and for how long group trips take place.
- (2) The students have the right to have a say in the organisation and content of group trips.

§ 15 Safety issues

The students do not have the right to co-decide if, in the opinion of the of the educators, there are unmanageable dangers to the students' bodies and psyches.

§ 16 Rules

- (1) The educators as well as the children are bound by the school rules. The educators reserve the right to determine in particular,
 1. that the right to protection of the individual is respected, and
 2. that personal and community property are protected.
- (2) The children have the right to decide in all other rules of living together concerning their group and the whole Key Stage II.

§ 17 Dealing with conflicts

As a matter of principle, all Key Stage II actors shall endeavour to resolve conflicts in a spirit of solidarity. Complaints are welcome in the sense of facilitation.

- (1) The educators reserve the right to enforce the rules concerning the protection of the person and property according to § 16 (1). The students have the right to complain and to help and support if, in their view, an educator has broken one of these rules.
- (2) The students have the right to decide how to deal with situations in which rules decided on together with them have been broken. This also applies if a member of staff is accused of breaking one or more of these rules.

- (3) The students have the right to settle conflicts among themselves. The educators support the students in this if they wish to receive this support.
- (4) The students have the right to be supported by a third person if they get into a conflict with an educator and wish such support.

§ 18 Duties to the community

- (1) The students have the right to have a say in deciding which tasks and services for the community within the group in the area or in the whole House 2 should be carried out.
- (2) The students have the right to decide how the respective tasks and services for the community are to be carried out.
- (3) The students have the right to participate in deciding how the responsibility for tasks and services for the community is determined.
- (4) The obligation for dining hall service (Mensadienst) as a community service results from the school agreement.

§ 19 Room design

- (1) The educators determine the basic function of the rooms.
- (2) The students have the right to decide on the design and re-arrangement of all areas and rooms in House 2, which they use alone or together with the educators. Exceptions to this right are fixed objects and the selection of wall colours and floor coverings.
- (3) Decisions according to § 19 (2) may not be taken against the votes of all students or against the votes of all adults.

§ 20 Finances

- (1) The educators reserve the right to decide on the use of the available finances.
- (2) The students have the right to be consulted on the purchasing of play materials for the groups.
- (3) The students themselves decide on the use of funds that they have earned themselves.

§ 21 Respect for privacy

The students have the right to decide for themselves whether they want to change their clothes in front of others.

§ 22 Meals

- (1) The students have the right to decide for themselves on the choice of food offered at lunch. They can make suggestions through the parliament.
- (2) The students have the right to decide for themselves whether, what and how much they eat.
- (3) The educators reserve the right to decide where food may be eaten.
- (4) The educators reserve the right to determine when the breakfast meal is to be eaten and in what time frame lunch is taken. Within this time frame the students have the right to decide for themselves when they eat.
- (5) The students have the right to have a say in the table manners.
- (6) The students have the right to decide for themselves who they sit next to. The educators, however, reserve the right to temporarily restrict this right with a special justification.
- (7) Snack bar shopping: The students decide for themselves whether they want to go to the snack bar in the neighbouring sixth form college and buy something there.
- (8) Pedagogical supplement: For those students who have just entered Stage II, a guided transition phase is set up. The educators undertake to form an opinion-forming process on the subject of snack bar food.

§ 23 Clothing

- (1) The students have the right to decide for themselves how they dress indoors and outdoors. However, the educators reserve the right to determine
 1. that dirty outdoor shoes may not be worn where there is carpeting.
 2. that sportswear, including trainers with light-coloured soles, must be worn in the gym halls.
 3. that adequate swimming clothing must be worn for swimming.
- (2) The educators reserve the right to decide that the students must wear special protective clothing for certain activities.

§ 24 Composition of the groups

- (1) The educators reserve the right to decide on the admission of the respective students to Stage II.
- (2) The students have a right to be heard: they can express a wish as to which group they would like to join. This right is to be exercised together with the staff team of Stage I.

§ 25 Personnel matters

- (1) The educators reserve the right to decide on personnel matters.
- (2) The students have the right to make suggestions for the job advertisement and may formulate at least one question for the interview.
- (3) The students have the right to complain about the behaviour of educators. The educators shall undertake to create regular opportunities for the students to publicly voice criticisms and complaints. They commit to subsequently
 1. either negotiate publicly with the students about the complaint and take remedial action if necessary
 2. or to discuss the complaint in the staff meeting of the educators and to inform the students of their decision.

§ 26 Amendments to the Constitution

The Stage II Constitution can only be amended by the staff meeting of the Stage II educators. This requires

1. a consensus decision to extend the rights of the students,
2. a decision by at least a two-thirds majority to restrict the rights of the students or to change constitutional bodies and procedural rules.

Section 3: Scope of Application and Entry into Force

§ 27 Scope of application

The present constitution shall apply to Stage II of Laborschule Bielefeld. The educators undertake with their signature to orient their pedagogical work towards the participation rights of the students.

§ 28 Entry into force

The constitution shall come into force immediately after it has been signed by the educators of Key Stage II of Laborschule Bielefeld.

§ 29 Adoption of the constitution

The constitution was adopted and signed by the educators of Key Stage II on 16 April 2018.

The constitution was developed together with the [Institute for Participation and Education](#), Kiel, Germany



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