



# PRACTICING DEMOCRACY - STUDENT COUNCIL

## Functioning guide

### Step 1. Opening the council

The president declares the meeting open and reminds the participants of the rules (e.g. listen to the speaker, ask for the floor by raising your finger, give priority to those who have spoken the least, respect others...)

### Step 2. Review of the previous meeting

If necessary, the chairperson reviews the previous meeting, if there is any follow-up to be done on certain issues.

### Step 3. Processing the agenda

The topics brought to the Board are dealt with: problems, proposals and shout-outs. The order may vary according to the group, as the needs are not the same. The chairperson declares a topic open, indicates the time to the timekeeper and gives the floor to the students. If it is a question of proposals, the chairperson organises a vote with the secretary at the end of each proposal.

### Step 4. Summary of the decisions made during the council

The chairperson summarises the decisions made during the council, to check that all the students have understood the same thing and to allow the secretary to check and/or complete his/her notes.

### Step 5. Closure of the council

The President declares the council closed.

### Step 6. Weather report (optional)

The chairperson can ask the students to rate the handling of responsibilities during the council with a sign:

- Open hand (sun) means that the leaders have conducted the council well
- Hand closed in on itself (cloud) means that there were some problems
- Hand held down (rain) means that the leaders did not conduct the council well

Once the sign has been made, the teacher can question some of the students so that they can explain their choice. From a democratic point of view, this is an important moment as the leaders are accountable.

These resources have been created within the Erasmus+ project LabSchoolsEurope: Participatory Research for Democratic Education. You are welcome to use, adapt and transform these materials and share them using the same license as the original Creative Commons License CC-BY-SA 4.0.

