

Laborschule Bielefeld's Bill of Rights I

The Constitution of Key Stage I (Years 0, 1 and 2)

This is the constitution for Key Stage I at Laborschule Bielefeld, which includes years 0, 1 and 2. In other words, the constitution addresses students aged five to eight.

Preamble

- (1) In the period from 25th November 2013 to 24th June 2014, the team of educators of Key Stage I of Laborschule Bielefeld met as a constituent assembly. Together they agreed on the participation rights of the students that will henceforth apply in this stage.
- (2) The participation of students in all decisions affecting them is thus recognised as a fundamental right. The pedagogical work is to be oriented towards this basic right. An attitude of that encourages and fosters dialogue is the basis of the pedagogical relationship between educators and students.
- (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.

Section 1: Constitutional Bodies

§ 1 Constitutional Bodies

The constitutional bodies of Key Stage I of Laborschule Bielefeld are the Group Assembly, the House 1 Parliament and the "Area Council". An "area" in this case refers to the space that is given to three groups in the open-plan layout/design/arrangement of the school.

§ 2 Group Assembly

- (1) The group meeting (also called group council in some groups) takes place once a day in each group.

- (2) The group meeting is composed of all students and the educators of the respective group. The participation in the group meeting is obligatory for the students and the respective educators; they are obliged to attend.
- (3) The group assembly decides on all matters within the scope of the areas of section 2 that exclusively concern the respective group.
- (4) Consensus shall be sought in decision-making. In case of doubt, the simple majority of all assembly members present shall decide, but never against the votes of all adults or against the votes of all students.
- (5) In the week before the autumn holidays, the students of the respective group elect the delegates for the House 1 Parliament. Each group sends one representative and one deputy representative to the House 1 Parliament.
- (6) The elections take place as a free election among all students who declare their willingness to take stand for election (for 1 school year). Group representative and deputy are elected in one ballot. The election procedure is optional for all groups beyond the conditions mentioned above. At least one delegate or representative should be a student who is already in the second year of the Laborschule. The usual instruments of democracy, such as the right to resign, vote of no confidence, etc., also apply to these elections.

§ 3 House 1 Parliament

- (1) The parliament meets regularly, if possible weekly, at least once a month. At the beginning of the school year the Key Stage I members of staff (i.e. the adults assembly) decides on a time and place for the parliament meetings in consultation with the newly elected Speaker of House 1.
- (2) The House 1 Parliament consists of one delegate or representative from each of the twelve groups. In addition, two elected educators (members of staff) also take part. These educators are elected by the House 1 Parliament. They are seen as supporters of the students and have no voting rights. If necessary, representatives of the school management or parents may be invited.
- (3) The House 1 Parliament decides on all matters concerning the whole of House 1 within the scope of the areas of responsibility regulated in Section 2. The agenda items for the respective meeting are collected in advance in the group meetings and made public to each group in House 1.

- (4) Consensus shall be sought in decision-making. In case of doubt, decisions are made by a simple majority of all those present, but never against the votes of all adults or against the votes of all students.
- (5) Four members elected from among the delegates (one student from each area/field) take part as representatives of House 1 together with the "House 1 Speaker Mentors" (i.e. older pupils who were elected by all students from House 1) to participate in the „Student Council“ (i.e. the parliament of the year 6-10 groups, German abbreviation: SV) of the Laborschule. The Speaker Mentors are to support the delegates from House 1 parliament and vote in their favour. They are elected from the pupils of Stages III and IV who wish to stand for this office.
- (6) The parliamentary meetings and all decisions taken shall be minuted. The minutes shall be approved by the members of Parliament and made available to each group.
- (7) The minutes shall be presented at the next group meeting by the delegates. The educators support the students in this.

§ 4 Area Council

- (1) The Area Council shall meet as required when issues arise during the Group Council, which concern the entire area. It can be convened by the educators the groups of the area. The area council is composed of all students and the educators of the respective area. All educators and pupils of the area should participate in the area council.
- (2) The area council decides within the scope of the areas of responsibility regulated in section 2.
- (3) The area council shall decide on all matters concerning the entire area within the scope of the areas of responsibility regulated in section 2.
- (4) Consensus shall be sought in the decision-making process. In case of doubt, the decision majority of all those present will be sought, but never against the votes of all adults or against the votes of all students.

Section 2: Areas of responsibility

§ 5 Day structure

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

§ 6 Participation in lessons

The students do not have the right to decide whether they participate in the lessons.

§ 7 Contents and organization of lessons

- (1) In the sense of the preamble, every student should be given an interest-driven opportunity to being able to participate in the lessons. The educators are responsible for the pedagogical and didactical design of the teaching framework.
- (2) The students have the right to decide on project topics during learning times and in the leisure time. Project topics can be introduced by students and educators and employees.
- (3) The students do not have the right to co-decide on the contents of the of the basic techniques of reading, writing and arithmetic.

§ 8 Organisation of their own learning

- (1) The students have the right to organise their learning within the framework offered.
- (2) The educators, however, reserve the right to make specific obligatory offers for individuals and groups through pedagogical action.

§ 9 Individual needs (during learning time)

Students have the right to meet their basic needs (thirst, hunger, warmth/cold, toileting) in a self-determined manner.

§ 10 Meetings

- (1) The students have the right to participate in deciding how the group meetings are structured and which rulings are made.
- (2) The students have the right to decide what is discussed in the group meetings.

§ 11 Breaktime organisation

- (1) The students have the right to decide for themselves with whom and what they play during breaktime. They have the right to use the materials available and the outdoor area of House 1 according to their choice.
- (2) In justified exceptions, which affect § 15, the educators reserve the right to temporarily restrict the right according to § 10 (1). There is a duty to justify and clarify this obligation.
- (3) The students do not have the right to decide for themselves whether they want to play in the building or on the outside grounds.

§ 12 Parties and celebrations

- (1) The students have the right to decide which celebrations are to be held and how they are to be organised. However, the educators reserve the right to determine in individual cases if and how a celebration will be held.
- (2) The students have the right to decide for themselves whether their birthday will be celebrated. They have the right to decide with which rituals birthdays are celebrated.

§ 13 Excursions

- (1) The educators reserve the right to decide if and when excursions will take place.
- (2) The students have the right to decide which excursions are to take place and how they will be carried out. The educators reserve the right, however, to decide in individual cases that an excursion will take place and how it will be carried out.

§ 14 Group Trips

- (1) The educators reserve the right to determine if and when a group trip will take place and where it will go to.
- (2) The students have the right to have a say in the implementation and content of group trips.

§ 15 Safety issues

The students do not have the right to co-decide if, in the opinion of the educators, it is not safe for the students. The students do not have the right to participate in the decision-making process for the body and psyche of the students.

§ 16 Rules

- (1) The educators as well as the students are bound by the school rules. The educators reserve the right to determine in particular,
 1. that no student may leave the area of the Key Stage I without the permission of an educator.
 2. that each student must sign out with an educator before leaving the area.
 3. that no one may be hurt or insulted and that the „stop rule“ must be adhered to.
 4. that the facility and the materials may not be damaged without any reason that can be understood from their point of view.
 5. that the property of others may not be used without their permission.
- (2) The students have the right to decide on all other rules of living together.

§ 17 Dealing with Conflicts

- (1) The educators reserve the right to enforce the rules according to § 15 (1). The students have the right to complain to the head of the primary section if, in their opinion, a staff member has broken one of these rules.
- (2) The students have the right to decide how to deal with rules decided on together, when they have been broken. This also applies if a member of staff is accused of breaking a rule.
- (3) The students have the right to settle conflicts among themselves. The educators undertake to support the students in this if they so wish.
- (4) The students have the right to be supported by a third person if they get into a conflict with one of the educators and wish such support.

§ 18 Tasks and services

- (1) The students have the right to participate in deciding which tasks and services for the community within the group, on the area or in the whole house 1 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 decide in which way the responsibility for tasks and services for the community is determined.

§ 19 “Buddy Programme“

The students have the right to have a say in how the Buddy Programme for new students is organised by the pupils themselves.

§ 20 Room and Area design

- (1) The educators reserve the right to determine the basic function of the rooms and areas.
- (2) The students have the right to decide on the design of all rooms in House 1 which they and the educators use together. Exceptions to this right include the permanently installed objects and the choice of wall colours and floor coverings.

§ 21 Finances

The educators reserve the right to decide on the use of the available finances.

§ 22 Respect for privacy

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

§ 23 Meals

- (1) The students have the right to decide for themselves on the choice of food offered at lunch. The educators are available to advise the students. The educators reserve the right to make recommendations to parents regarding the choice of breakfast and afternoon snack.
- (2) The students have the right to decide for themselves whether, what and how much they want to eat, provided there are no medically indicated or family-related religious or ideological restrictions.
- (3) The educators reserve the right to determine where food and drink may be taken.
- (4) The educators reserve the right to determine when meals may be taken. The students have the right to decide for themselves when to have snacks between meals.
- (5) The students have the right to have a say in the rules at table.
- (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.

§ 24 Clothing

- (1) The students have the right to decide for themselves how they dress indoors. The educators, however, reserve the right to determine
 1. that dirty outside shoes may not be worn where there is carpeting.
 2. that gym shoes with light-coloured soles must be worn in the gymhall,
 3. that clothing which is a source of danger may not be worn, especially during sporting activities.
- (2) The educators reserve the right to determine how the students dress outside the buildings.
- (3) The educators reserve the right to determine that the students must wear special protective clothing for certain activities.

§ 25 Arrangement of the groups

The educators reserve the right to determine the arrangement of the groups at the time of enrolment and throughout the whole schooltime.

§ 26 Personnel matters

- (1) The educators reserve the right to decide how they will vote on the appointment of new staff members.
- (2) The students do not have the right to vote on other staff matters.
- (3) The students have the right to complain about the behaviour of educators and can make complaints publicly. They commit themselves to subsequently
 1. either negotiate the complaint publicly with the students and remedy the situation if necessary
 2. or to discuss the complaint in the staff meeting of the educators to discuss the complaint, to remedy the situation if necessary and to inform the students about their decision.

§ 27 Amendments to the Constitution

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

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

Section 3: Scope of Application and Entry into Force

§ 28 Scope of application

The present Constitution shall apply to the Key Stage I of Laborschule Bielefeld. The educators commit themselves with their signature to base their pedagogical work on this constitution for the students.

§ 29 Entry into force

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

§ 30 Adoption of the constitution

The constitution was adopted and signed by the educators of Key Stage I on 8 June 2018.

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



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