

House Representatives 2015/16 process

Positions for each House

Sixth Form House Leaders x 2 (1boy, 1 girl) – chosen by 6th Form

House captains x 2 (1boy and 1 girl)

Vice House captains x 2 (1boy, 1 girl)

Events/Sports Co-ordinator x 1

Charity Co-ordinator x 1

Application for House Team

Candidates apply in writing by 20.03.15. The letter of application was handed to Heads of Houses by this date.. Candidates were selected for interview and interviews were held by Head of House and existing House captains week commencing 23.03.15. Successful candidates were announced and appointed week commencing 20.04.15

House Team Roles and Responsibilities

House Captains (Year 11, 1 boy, 1 girl)

- Act as an ambassador for HCCS
- Contribute to the positive ethos and House identity
- Organise and support house events and contribute to House activities
- Welcome any new students or members of staff to the House
- Provide regular House announcements within assemblies
- To regularly visit the forms in the House
- To provide feedback on House points and progress
- To attend regular House meetings with Head of House
- To present House awards
- To present in whole school assemblies

Vice House Captains (Year 11, 1 boy, 1 girl)

- Act as an ambassador for HCCS
- Contribute to the positive ethos and House identity
- To attend regular House meetings with Head of House
- To assist and/or cover the House Captain role
- Organise and support house events and contribute to House activities
- Provide regular House announcements within assemblies

Events/Sports Co-ordinator (Year 11, 1 student)

- Act as an ambassador for HCCS
- Contribute to the positive ethos and House identity
- Organise and support house events and contribute to House activities
- To attend regular House meetings with Head of House
- To promote events across the House
- Organise others for practices and fixtures in Inter House sporting events
- Liaise with tutor groups to ensure the house has teams for sporting events
- Provide announcements during assemblies on the successes of the school sports teams and House sports
- Support the organisation of teams and make an active contribution to Sports Day
- Liaise with PE department regarding sporting activities

Charity Co-ordinator (Year 11, 1 student)

- Act as an ambassador for HCCS
- Contribute to the positive ethos and House identity
- Organise and support house events and contribute to House activities
- To attend regular House meetings with Head of House
- Play an active role in identifying a House charity and support existing charities
- Organise and promote charity events within the House
- Collect funds raised
- Promote the charity, eg posters, newsletters
- Work closely with the Events Co-ordinator