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ELECTION PROCEDURES OF THE PUPILS' REPRESENTATIVES WITHIN THE EUROPEAN SCHOOL SYSTEM

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This document repeals and replaces document 2005-D-231-en-5

PREAMBLE

The right to representation of the pupils of the secondary cycle of the European Schools system is enshrined in the Convention defining the Statute of the European Schools and the General Rules of the European Schools.

In this document, the election procedure of the pupils' representatives and their key functions in the European Schools system are defined.

This document repeals and replaces document 2005-D-231-EN-5.

Chapter 1: The Class Representatives

Article 1

DEFINITIONS AND AIMS

1. The class representative represents and voices the opinion his/her class and is an important communication link between his/her class and the Pupils' Committee (PC), the parents' representatives of the class and the school's administration.
2. The class representative is a pupil democratically elected by his/her class.
3. A deputy representative, who is also democratically elected by the class, assists the class representative and represents him/her in case of his/her absence.

Article 2

ELECTION PROCEDURE

1. During the first week of the school year, the class teacher of each secondary class shall organise the elections for the class representative of the class and his/her deputy.
2. Every secondary pupil may be a candidate for these posts.
3. The vote is carried out secretly.
4. Every pupil of the class has one vote.
5. The candidate who obtains the highest number of votes is elected class representative. The candidate with the second highest number of votes is elected deputy class representative. In case of a tie, a second vote shall be taken between the tied candidates.

Chapter 2: The Pupils' Committee (PC)

Article 3

DEFINITIONS AND AIMS

In accordance with the Convention of 1994 defining the Statute of the European Schools and the General Rules of the European Schools, the Pupils' Committee (PC) represents all the pupils of its school. It is a non-profit organisation, democratically elected, independent and recognised by the school community and the different official bodies of the European Schools.

Article 4

STRUCTURE OF THE PUPILS' COMMITTEE

The Pupils' Committee is composed of pupils from the entire secondary school, elected in accordance with Article 5. These pupils do not have to be class representatives as defined in Article 1.

1. Each Pupils' Committee shall have a President and a Vice-President. In addition, it may fix a number of additional positions within the Pupils' Committee.
2. The number of elected members of the Pupils' Committee may vary from school to school, but it shall be no less than six.
3. The Pupils' Committee shall be represented on
 - a) CoSup, by two members,
 - b) the Administrative Board, by two members,
 - c) the Educational Council,
 - d) the school Advisory Council,
 - e) other Councils at the school where its presence is required.
4. The Pupils' Committee shall have the right to form working groups and sub-committees to focus on specific issues, and may invite students who are not members of the Pupils' Committee to these groups.
5. The Pupils' Committee shall meet with Class representatives on a regular basis. The details shall be established in local implementing rules referred to in paragraph 7 of this Article.
6. Volunteers without voting rights may assist the Pupils' Committee.
7. Within the framework of this document, each Pupils' Committee shall establish a set of implementing rules. To ensure that Pupils' Committee operates with accountability a general provision on financial procedures shall be included in these rules. The rules must be approved by the Director.

Article 5

ELECTION PROCEDURE

1. The elections are organised each year at the beginning of the school year.

2. Each PC member's mandate lasts for one school year unless re-elected.
3. The minimum age of 15 years is required for the president/vice president/treasurer as of the day of their election and for the CoSup representatives as of the first CoSup meeting they attend.
4. Election methodology.

4.1 Organisation of Elections

A group of members of the Pupils' Committee who still be at school the following year shall organize the election of the Pupils' Committee in conjunction with the school management (Election Committee).

4.2 Election of the Members of the PC

- i. Any pupil of the secondary school cycle may propose him/herself as a candidate to enter the Pupils' Committee.
- ii. An assembly of the class representatives chaired by a member of the EC shall vote on each individual candidate to enter the PC at the beginning of the school year.
- iii. Each candidate who obtains more than 50 % of the votes is elected, provided there are more than two thirds of the class representatives present during the assembly.
- iv. The vote is carried out secretly.
- v. By way of derogation from points ii., iii. and iv., the Pupils' Committee may specify a different procedure in its statute, as long as it remains fair to all candidates.

4.3 Election of the President

There are two phases in the president's election:

4.3.1 Phase 1:

The newly formed Pupils' Committee shall hold a meeting, chaired by a member who is not presenting him/herself for the post of president. At this meeting, one or more members should present themselves for the post of president. A maximum number of candidates may be specified in the local implementing rules.

Each candidate for the president's post shall be approved by at least 50 % of the Pupils' Committee members, provided two thirds of the elected members of the Pupils' Committee are present.

4.3.2 Phase 2:

- i. The president is elected by the pupils of the entire secondary cycle by a direct vote. On decision of the PC in accordance with the Director, the vote takes place in class, during a general assembly of all the pupils of the secondary cycle or by another method appropriate to the size of the school (e.g. online), as long as the right of every candidate to present their platform or programme, and the right of every secondary student to cast their vote, are respected.

- ii. The vote is held as early as possible in the school year. The vote is carried out secretly.
- iii. Each student has one vote.
- iv. The candidate who obtains the highest number of votes is elected president.
- v. In case of a vote during a general assembly, a member of the Pupils' Committee who is not presenting his/her candidature chairs the assembly. During this assembly, each candidate for this post introduces him/herself to all the secondary pupils.

4.4 Election of the Vice-President

The rules in Article 5.4.3 apply, mutatis mutandis, to the election of the Vice-President. By way of derogation, the Pupils' Committee may choose in its local implementing rules to elect the Vice-President internally. In this case, the following procedures shall be followed

- i. Once the president is elected, the Pupils' Committee shall elect the Vice-President.
- ii. Only elected members of the Pupils' Committee can be candidates for Vice-President.
- iii. Every elected Pupils' Committee member present has one vote to cast.
- iv. The candidate who obtains the highest number of votes cast by the elected members is elected for Vice-President, provided there are at least two thirds of the elected Pupils' Committee members present.
- v. The vote is carried out secretly.

Article 6

VOTE OF NO CONFIDENCE

Should the President, Vice-President, or any member of the Pupils' Committee act in a way contrary to the interests of the PC or the students, or not fulfil their duties, the Pupils' Committee may hold a vote of no confidence to remove them from their post.

The no-confidence vote may be initiated at the request of any member of the Pupils' Committee, with the approval of the school management.

The accused must be made fully aware of the accusations against them and must be given a chance to defend themselves before a vote is taken.

At least two thirds of the members of the Pupils' Committee must be present for the vote. Of these, a two thirds majority is necessary to remove the accused from their post.

Chapter 3: The CoSup

Article 7

DEFINITIONS AND AIMS OF COSUP

CoSup stands for Conseil Supérieur des Elèves and is the official representative body of the secondary pupils in the European School system. CoSup represents the common aims, policies and visions of the pupils. These common interests are mainly concerned with the decisions taken by the Board of Governors, which affect the school life.

Article 8

STRUCTURE OF COSUP

The CoSup consists of:

- a) The president
- b) Two vice-presidents
- c) Two representatives of the Pupils' Committee from each School amongst which are elected:
 - i. One treasurer
 - ii. One vice-treasurer
 - iii. One public relations manager

Article 9

STATUTES OF COSUP

1. CoSup shall formalise a set of Statutes, which will define its composition and operations.
2. The Statutes shall be defined within the framework of this document, and should there be any disagreement between it and the Statutes, the provisions in this document shall take precedence.
3. Any amendments to the Statutes shall first be debated on by CoSup, and then accepted by a simple majority vote. Upon approval by CoSup, the amendments will be forwarded to the Secretary-General for approval, after which they shall enter into force as of the following school year, unless otherwise specified.

Article 10

ELECTION PROCEDURE OF THE PRESIDENT AND THE VICE-PRESIDENTS

1. The members of CoSup shall elect the president and the vice-presidents during the last meeting of the school year. Each member of CoSup who will still be a pupil of the E.S. for the following school year may present him/herself as candidate for these posts. A secret vote is held. Every member present of CoSup has one vote to cast for each post in turn.

2. The candidate who obtains the highest number of votes cast by all the members present is elected, provided there are at least 2/3 of the members present.
3. The term of office for the president/vice-presidents is one school year. This period can be extended by re-election.

Article 11

TASKS OF THE PRESIDENT AND THE VICE-PRESIDENTS

1. The president represents the CoSup at the Board of Governors meetings, the teaching committees and, on invitation, at the working groups. The president can delegate this function to a member of CoSup who should be designated during a CoSup meeting or by a written procedure.
2. One of the vice-presidents shall assist the president in the representation of the CoSup in the Board of Governors meeting.
3. One of the vice-presidents shall assist the president in the representation of the CoSup in the teaching committee meetings.
4. The vice-president(s) shall represent the president in case of absence.

Article 12

ELECTION OF TREASURER, VICE-TREASURER AND PUBLIC RELATION MANAGER

1. The members of CoSup shall elect the treasurer, vice-treasurer and the public relation manager during the first meeting of the school year. Each member of CoSup with the exception of the president and the vice-presidents may present him/herself as candidate for these posts. A secret vote is held. Every member present of CoSup has one vote to cast for each post in turn.
2. The candidate who obtains the highest number of votes cast by all the members present is elected, provided there are at least 2/3/ of the members present.
3. The term of office for each post is one school year. The period can be extended by re-election.

Article 13

COSUP MEETINGS

1. At least four meetings are held during a school year with the permission of the Secretary-General of the European Schools.
2. Mission expenses shall be reimbursed to the members of CoSup attending the meetings provided for in paragraph 1 of this Article in accordance with the provisions of Articles 63 to 65 of the Regulations for Seconded Staff Members of the European Schools.