

Student-Led Activities Policy

Originally created Nov. 2011 by Katherine Oliver and Brook Pigg

Definition of a Student-Led Activity: A student-led activity is a meeting of students for a designated purpose wherein the tasks, responsibilities, and other dealings fall to the student members and the student director(s).

In order to have a student-led activity you must have:

1. A space
2. A time
3. A faculty sponsor
4. A student director(s)
5. A group of interested students
6. A purpose statement

Process:

1. Fill out the “purpose statement” section of the Activity Agreement Form (attached). You should state:
 - a. What your activity will do
 - b. What you hope to accomplish
 - c. Why you think this activity is a good thing/how it can add to our school community
 - d. Your plan for running the activity during the designated time
2. Find a willing and able sponsor among the faculty
 - a. Arrange a time schedule with this sponsor
3. Find a space to conduct your activity and arrange for the use of it on the designated dates and times (pre-arranged dates and times with th

- a. Establishing a student-led activity does not require a vote in Op. Group, once the requirements of the form are met and the activity is announced in Op. Group, the activity can commence
- 6. All actions of a student-led activity are the responsibility of the student members.
Including, but not limited to:
 - a. Budgeting plan (if needed)
 - b. Activity coordination
 - c. Maintenance (cleaning) of space
 - d. Arranging competitions or tournaments (if desired)
 - e. Establishing rules
 - f. Advertising to the community about the activity and its events
 - i. Any responsibility not listed herein can be assumed to be the responsibility of the students
- 7. Should any problems or questions with the activity arise, it is the responsibility of the student director(s) to address them
- 8. Assuming some skill, talent, or knowledge is required for the activity, the student director(s) should be relatively well-versed in the subject matter
- 9. The Activity Agreement Form is to be re-negotiated every year
 - a. After an activity is already established it is not necessary to announce it to Op. Group every succeeding year.

Activity Agreement Form

Purpose Statement:

Teacher(s): _____

Student Director(s): _____

Name of Activity: _____

Day(s): _____

Time(s): _____

I (teacher) _____ agree to sponsor (activity) _____

During (time(s)) _____ in (room) _____

I (director(s)) _____ agree to be responsible

For the actions and activities of (activity) _____.

Teacher Signature: _____

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