

Indooroopilly State High School Student Process for New Clubs

Step 1

A student expresses interest in leading a new club by submitting one page to the HOD – Student Life outlining:

1. The title
2. The purpose, benefits and expected outcomes (linked to Indooroopilly State High's vision and at least one value)
3. The materials/resources requested (including any financial requirements)
4. The timing, frequency and duration of meetings
5. The facilitating or supervising teacher

Step 2

HOD – Student Life provides details of proposed new clubs to SMT. SMT approves new clubs for trial based on:

1. Alignment with school vision and values
2. Feasibility of requirements, including health and safety risks, location and level of adult supervision required

Facilitating Supervision needed for medium to high-risk clubs, handling finances, guidance in operations and leadership development

Supervision only needed for students who self-manage a low-risk club with occasional adult

Step 6

Outcomes of the new club are reviewed by the student club leader and adult supervisor each semester in collaboration with HOD – Student Life. Outcomes are shared with the school community through various channels.

Step 5

Student leading the club submits an attendance record each month to the club supervisor and HOD - Student Life.

Step 4

New clubs are advertised via multiple methods such as: Daily Notices; Student Centre screen; year level assemblies; school website; school newsletter; and posters in designated areas in the school.

Step 3

HOD – Student Life compiles a list and description of approved new clubs for students. Students are invited to sign-up for a club through Daily Notices.