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# PUPILS' REPRESENTATION WITHIN THE EUROPEAN SCHOOL SYSTEM

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Approved by the Board of Governors at its meeting on 10, 11 and 12 April 2024 in Parma (Italy) - Hybrid

**Entry into force: 1 September 2024**

This document repeals and replaces document 2019-01-D-55-en-5.

Document 2019-01-D-55-en-5, approved by the Board of Governors on 30 June 2021 by the way of the Written Procedure 2021/27, repealed and replaced document 2019-01-D-55-en-4.

Document 2019-01-D-55-en-4, approved by the Board of Governors at its meeting on 9 to 12 April 2019 in Athens, repealed and replaced document 2005-D-231-en-5.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 2019-01-D-55-en-5 and should be reviewed by the relevant Working Group every 3<sup>rd</sup> year.

## **Chapter 1: The Class Representatives**

### **Article 1**

#### **DEFINITIONS AND AIMS**

1. The class representative represents and voices the opinion of his/her class and is an important communication link between his/her class and the Pupils' Committee (hereafter "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.
4. By way of complimenting this document, within the framework of this Article, the statute of a PC may compliment the responsibilities and tasks of the class representative.

### **Article 2**

#### **ELECTION PROCEDURE**

1. During the first two weeks 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 the best interests of 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 PC 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, a Vice-President and a Treasurer. 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 Secondary Educational Council,
  - d) the school Advisory Council,
  - e) other Councils and Committees 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 pupils 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 the local statute 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, referred to as a Statute. In order to ensure that Pupils' Committee operates with accountability, these rules shall include a general provision on financial procedures. The Director shall approve the first version of the PC's Statute. Subsequent modifications also need the approval of the Director. In case of a Director refusing to approve a proposed amendment, and no agreement being found after discussions at a local level, the PC presidency may decide to submit a request for conciliation to the Secretary-General.

## **Article 5**

### **ELECTION PROCEDURE**

1. The elections are organised each year at the beginning of the school year.
2. Each elected PC member's mandate lasts for one school year unless re-elected.
3. The President/Vice-President/Treasurer must be at least in s5 or at least 15 years of age as of the day of their election. The CoSup representatives must be at least 15 years of age 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 will still be at school the following year shall organize the election of the Pupils' Committee in conjunction with the school management (Election Committee). School management must act as an impartial organiser and may in no way interfere in the selection, promotion or disqualification of the candidate.

#### **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. If the local statute establishes a prescribed maximum number of PC members, individuals attaining the highest percentage shall be duly elected. In cases where multiple pupils garner an identical percentage and are on the verge of being elected, the local statute shall delineate the appropriate procedures to be followed.
- 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 statute.

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 program, and the right of every secondary pupil 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 pupil 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 paragraph 4.3 of this Article apply, mutatis mutandis, to the election of the Vice-President. Pupils' Committees may also elect the Vice-President internally according to the following rules:

- 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**

1. 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 pupils, or not fulfil their duties, the Pupils' Committee may hold a vote of no confidence to remove them from their post.
2. The no-confidence vote may be initiated at the request of any member of the Pupils' Committee, with the approval of the school management.
3. The pupils concerned must be made fully aware of the procedure against them and must be given a chance to speak before a no-confidence vote is taken.
4. 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 pupil concerned from their post.
5. In the case of a President being removed from office, the Vice-President assumes the post of President until the end of the Mandate unless otherwise specified in the local Statute. Each PC's Statute may expand on the rules of succession.
6. The replacement of the Vice-President shall take place internally unless otherwise specified in the local statute.

## **Chapter 3: The Conseil Supérieur des Élèves (CoSup)**

### **Article 7**

#### **DEFINITIONS AND AIMS OF COSUP**

CoSup stands for Conseil Supérieur des Élèves 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, the Budgetary Committee and the Joint Teaching Committee, which affect the school life.

CoSup supports and co-ordinates the Pupils' Committees with their work in every possible way, including co-operation and integration between the various PCs and acts as a link with the upper instances of the European Schools, where it can voice opinions and ideas on behalf of all students. CoSup also aims to unify the European Schools by creating activities for all schools. Furthermore, CoSup can support the PCs financially if such need is required.

### **Article 8**

#### **STRUCTURE OF COSUP**

The CoSup consists of:

- a) One 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
  - iv. One Representative for the Environment
- d) CoSup may create additional positions to those outlined in Article 8 c) within its Statute.

### **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 this document 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 immediately, 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. The incumbent members of PC Presidencies may also run for CoSup Presidency should there be less than five candidates running for CoSup Presidency.
2. A secret vote is held. Every member present of CoSup has one vote to cast for each post in turn.
3. 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.
4. 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, the Budgetary Committee, the Joint Teaching Committee, 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, the Budgetary Committee and the Joint Teaching Committee meetings.
3. The President chairs the CoSup meetings.
4. The President is responsible for the day-to-day operations of CoSup and must always act to assure the continuation of CoSup's day-to-day running.
5. The Vice-Presidents assist the President with all their tasks and to replace them in the event of an absence.
6. The President and Vice-Presidents do not represent their PCs. They must act under best conscience for the good and the best interests of the CoSup.

## **Article 12**

### **ELECTION OF ALL COSUP OFFICERS**

1. The members of CoSup shall elect officers for all the posts referred to in Article 8 c) of these Rules of Procedures 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 two-thirds 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 annual 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 and Article 11 in accordance with the provisions of Articles 63 to 65 of the Regulations for Seconded Staff Members of the European Schools.