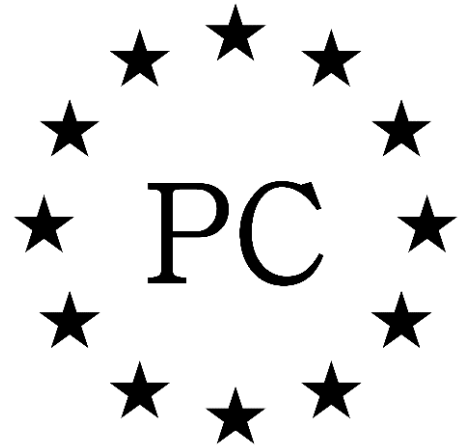


Statutes of the
Pupils'
Committee of the
European School
of Luxembourg 1

As of the school year 2024-2025



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Preamble

The Pupils' Committee of the European School of Luxembourg I (henceforth referred to as "Pupils' Committee" or "PC") seeks to represent the interests of the students of the European School of Luxembourg I whilst operating in accordance with the aims of the European Schools as expressed in the words of Jean Monnet in 1953:

"Educated side by side, untroubled from infancy by divisive prejudices, acquainted with all that is great and good in the different cultures, it will be borne in upon them as they mature that they belong together. Without ceasing to look to their own lands with love and pride, they will become in mind Europeans, schooled and ready to complete and consolidate the work of their fathers before them, to bring into being a united and thriving Europe."

The right to representation of the pupils of the European Schools is enshrined in the Convention defining the Statute of the European Schools (1994) and the General Rules of the European Schools (Article 38). The Pupils' Committee embodies this right to representation at the European School of Luxembourg I (henceforth referred to as "the school").

Chapter 1: The Pupils' Committee Statutes & Internal Rules

Section 1: The Statutes

Article 1: The Pupils' Committee Statutes, comprised in this document, provide a set of governance rules and directives for the operation of the Pupils' Committee, and are the basic rules for all members of the Pupils' Committee.

Article 2: All members of the Pupils' Committee must have read and understood the Statutes and, by signing them, agreed to follow them. If a member refuses to sign the Statutes, they may not be part of the Pupils' Committee.

Article 3: All PC members must possess at least an electronic copy of the Statutes.

Article 4: The Statutes must be made publicly available to all students, should they wish to read them. The Statutes must be published online.

Article 5: Any student at the school has the right to ask the Pupils' Committee for an explanation and rectification (if applicable) should they notice that the Pupils' Committee or any of its members is in violation of the Statutes.

Article 6: If the Statutes are edited, the edits must be approved by a 2/3 majority vote of the Committee, after which the edited version shall be presented to the school's Direction for approval by signature of the Director. If the Direction does not accept the new Statutes, discussions must take place between the Direction and the Pupils' Committee to resolve the matter. If the disagreement cannot be resolved, the matter must be brought before CoSup, who will take whatever action it deems necessary.

Article 7: If both the Committee and the Direction accept the edited Statutes, all members of the Pupils' Committee must sign them, and they shall enter into force immediately, unless another date is specified. The new Statutes must be archived and published online, as per Article 4.

Section 2: The Internal Rules

Article 8: The Internal Rules of the Pupils' Committee are the rules governing the day-to-day running of the Pupils' Committee.

Article 9: All members of the Pupils' Committee must have read and understood the Internal Rules and, by signing them, agreed to follow them. If a member refuses to sign the Internal Rules, they may not be part of the Pupils' Committee.

Article 10: All PC members must possess at least an electronic copy of the Internal Rules.

Article 11: The Internal Rules may be changed at any time by a simple majority vote of the Pupils' Committee members.

Article 12: In the event of a discrepancy between the Statutes and the Internal Rules, the provisions in these Statutes will prevail.

Chapter 2. The Committee's Aims

Article 13: In accordance with the Convention of 1994 defining the Statutes of the European Schools and the General Rules of the European Schools, the Pupils' Committee represents all of the pupils of its school. The Pupils' Committee is a non-profit, democratically elected, independent organisation that is recognised by the school community and the different official bodies of the European Schools.

Article 14: The Pupils' Committee is obliged:

- a) To represent the interests of the students of all the classes and sections of the secondary cycle of the school;
- b) To play an active role in the school life of students;
- c) To inform the school of the ideas and suggestions of the students;
- d) To defend student interests and claims, present their point of view, and undertake action with the aim of solving their problems;
- e) To recognise and to work closely with CoSup (though this does not mean that the decisions of CoSup cannot be debated or that complaints cannot be made to CoSup about these decisions);
- f) To collaborate with the Parents' Association, the School Direction, the staff representatives, and with the other European Schools (through CoSup);
- g) To participate fully in the meetings organised by the school authorities, the parents, and the teachers, wherever the interests of the students are concerned.

Article 15: The Pupils' Committee members are obliged:

- a) To attend all meetings which their position requires them to;
- b) To put their interests behind the interests of the students;
- c) To participate in the Committee's work as much as possible;
- d) To keep in mind that they are still students, and to not jeopardise their studies for the Committee.

Article 16: The Pupils' Committee primarily represents the students of the secondary cycle and as such it need not actively strive to help the students of the primary cycle. However, neither should it ignore their interests – if an opportunity to help the primary students arises, it should be taken advantage of.

Article 17: The Pupils' Committee members must be respectful to the other members. Directly insulting or being disrespectful to another member is not acceptable. Members who do this may face sanctions (see chapter 5).

Chapter 3: The Pupils' Committee Members

Article 18: The Pupils' Committee is composed of members, who must be students from the secondary cycle of the school. Each member shall have a defined role.

Article 19: The number of members must be specified in the Internal Rules, along with the roles taken by each member, and a description of the roles.

Article 20: Among the roles specified in Internal Rules, the following roles must be included:

- a) **President:** The President is the executive of the Pupils' Committee. They oversee and steer the work of the Pupils' Committee. However, although they have individual authority over every member, they are

still subordinate to the Committee as a whole. The President is also one of the official representatives of the Pupils' Committee at the Conseil Supérieur des Élèves ("CoSup"). Together with the Vice-President and the Associate Vice-President they form the Presidency. The President is the only person who has the authority to make a judgement on the interpretation of these Statutes. The President must be at least in S5 or at least 15 years of age as of the day of their election.

- b) **Vice-President:** The Vice-President's role is to assist the President as much as they can, to ease their workload. The Vice-President is the other official representative of the Pupils' Committee at CoSup. Together with the Vice-President and the Associate Vice-President they form the Presidency. The Vice-President must be at least in S5 or at least 15 years of age as of the day of their election.
- c) **Associate Vice-President:** The Associate Vice-President's role is to assist the President as much as they can, to ease their workload. The Associate Vice-President internally as well as externally has the same responsibilities, authority and executive power as the Vice-President with the difference between the two positions being of titular nature. The Associate Vice-President furthermore serves as a deputy to the Vice-President and President as official representative of the Pupils' Committee at the Conseil Supérieur des Élèves. The Associate Vice-President is to be called Vice-President internally as well as externally with the sole exception being in a legal context. The Associate Vice-President must be at least in S5 or at least 15 years of age as of the day of their election.
- d) **Treasurer(s):** The Treasurer(s) oversee the Pupils' Committee's finances. The Treasurer must be at least in S5 or at least 15 years of age as of the day of their election.
- e) **Two (2) CoSup Representatives:** The CoSup representatives' role is to represent the viewpoint of the Pupils' Committee before CoSup and the Pupils' Committees of other European Schools, by attending the CoSup meetings. While the President and Vice-President are the official members of CoSup, this function is generally delegated to the CoSup representatives. The CoSup representatives must be at least 15 years of age as of the first CoSup meeting they attend.

Article 21: The Internal Rules may also specify a number of subcommittees, which should consist of at least 4 members, from which a Head should be elected.

Article 22: The chain of authority of the Pupils' Committee is as follows: *President > Vice-President and Associate Vice-President*. All votes of the Committee require the involvement of at least one of the above two to be considered valid; a vote may not be held without at least one of them present. When a vote concerns only a specific subcommittee, the vote can be considered valid if the Head of the subcommittee is present. In case of a tie in voting, the vote of the highest-ranked present member above is decisive.

Article 23: Members of the Pupils' Committee may resign at any time from their position, should they wish to do so. If the member who resigned held one of the positions specified in Article 20, another member must be elected to that position. If the member who resigned was the President, the Vice-President shall take over their functions until a replacement is elected. Otherwise, the Pupils' Committee may decide whether a replacement is necessary or not, and act accordingly. The Pupils' Committee may also decide to run an election open to any secondary school student to replace the member who resigned, complying with Articles 34 and 36.

Chapter 4: The Election Process of the Pupils' Committee

Section 1: The Electoral Board

Article 24: At the end of every school year, the Pupils' Committee elects an Electoral Board, which is composed of Pupils' Committee members who will remain in school the following year. There shall be either 3 or 4 members on the Board. The Board's job is to smoothly run the elections the next year and to help the transition between the two Committees. The Board's members shall automatically be members of the next year's Committee – their term is prolonged by one year.

Article 25: The Pupils' Committee ceases to exist on the day that the school year finishes. From this point on, until the elections of the next Committee, the Electoral Board takes on the Committee's responsibilities.

Article 26: The Electoral Board shall have a Chairperson, who oversees its operation. The members shall decide among themselves whom the Chairperson shall be. If they cannot come to a decision, the Pupils' Committee as a whole shall take a vote. If there is an uneven number of Electoral Board members, a Chairperson is not necessary.

Article 27: If the Electoral Board cannot or does not do its job, the school direction has the right to dissolve it, confiscate all their keys, and form an emergency Electoral Board. Members of the dissolved Board may still run for election; however, they are no longer automatically members of the new Committee. The emergency Board are not automatically members either, and must run for election if they wish to join the Committee.

Section 2: The Class Representatives

Chapter 1, Article 1 of the "Election Procedures of the Pupils' Representatives within the European School System" document, as approved by the European Schools' Board of Governors, outlines the definitions and aims of the Class Representatives:

- I. The class representative represents his/her class and is an important communication link between his/her class and the Pupils' Committee.*
- II. The class representative is a pupil democratically elected by his/her class.*
- III. 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 28: During the first days of school every year, each class elects their Class Representative and their deputy.

Article 29: Once each class has elected their Class Representatives, either they or the class teacher must inform their year group's counsellor of their names and email addresses, who will pass this on to the Electoral Board.

Article 30: If a class has not elected their representatives by the end of the first week of school, or have not informed their year group's counsellor of who they are, the counsellor must remind the class teacher to elect the representatives as soon as possible, otherwise the entire election process will be delayed.

Article 31: The Class Representatives are the link between their class and the Electoral Board, and the Pupils' Committee, once elected.

Article 32: Both Class Representatives and their deputies must attend meetings organised by the Electoral Board and the Pupils' Committee. They may miss a meeting if they have a test at the time of the meeting, they are on a trip, they are absent from school for a valid reason, or they cannot attend the meeting because of, for example, a sport/swimming lesson.

Article 33: If a Class Representative misses two meetings without a valid reason (see above), they are fired, the deputy takes over their position, and the class must elect a new representative.

Section 3: The Pupils' Committee Elections

The Pupils' Committee Election Guidelines, as outlined in Chapter 2, Article 5 of the "Election Procedures of the Pupils' Representatives within the European School System" document, as approved by the European Schools' Board of Governors, are as follows:

- I. Any pupil of the secondary school cycle may propose him/herself as a candidate to enter the PC.*
- II. An assembly of the Class Representatives chaired by the chairperson of the Electoral Board shall vote for the PC members.*

III. The Electoral Board is free to choose the election method as long as it remains fair for every candidate and that it gives a chance to everyone who applies.

Article 34: The Pupils' Committee elections shall be organized as follows:

1. The Electoral Board will establish a system for people wishing to apply (an online form, for example).
2. They will determine a deadline for the applications. After this deadline, no applications may be accepted.
3. The Electoral Board will advertise the elections as widely as possible. This includes posters, online messages (social media, email, website, Microsoft Teams, etc.), as well as informing the Class Representatives.
4. On the day of the election, all the Class Representatives and their deputies will attend the election. Only valid votes by Class Representatives may be counted. Non-Representative attendees may not vote and may not be excused from their lessons during the election.
5. At the election, each candidate must present themselves briefly to the voters. The Electoral Board is free to set rules for this (a time limit, for example), as long as it is fair for everyone.
6. The Class Representatives vote on the candidates not only for themselves, but on behalf of their class, and the entire secondary school.
7. After the election, the votes must be counted, and the winners must be informed as soon as possible.
8. The school management must keep the ballots for a month after the election, in case of any irregularities, after which they should be destroyed.
9. In cases of *force majeure*, the Electoral Board may exceptionally decide, with the approval of the school management, to modify these provisions, so long as the elections remain fair to all candidates.

Article 35: There are two phases in the President's election:

Article 35.1: 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. One or more members should present themselves for the post of president. 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.

Article 35.2: Phase 2:

- I. The president is elected by the pupils of the entire secondary cycle by a direct vote. On decision of the Electoral Board 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 appropriate method (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.
- III. The vote is carried out secretly.
- IV. Each student has one vote.
- V. The candidate who obtains the highest number of votes is elected president.

Article 36: The rules in Article 35 of these statutes apply, *mutatis mutandis*, to the election of the Vice-President and the Associate Vice-President with the two highest voted candidates obtaining the position of Vice-President and Associate Vice-President. The Vice-President and Associate Vice-President may also be elected internally according to the following rules:

- I. Once the President is elected, the Pupils' Committee shall elect the Vice-President and Associate Vice-President.
- II. Only elected members of the Pupils' Committee can be candidates for Vice-President and Associate Vice-President.
- III. Every elected Pupils' Committee member present has one vote to cast.
- IV. The candidates who obtain the two highest numbers of votes cast by the elected members are elected for Vice-President and Associate Vice-President, provided there are at least two thirds of the elected Pupils' Committee members present.
- V. The vote is carried out secretly

If the highest voted candidate and thus the newly elected Vice-President is from the year group S7, the next

highest voted candidate, who is not from S7, becomes the Associate Vice-President. The Electoral Board may arrange for the elections of the Vice-President to overlap organisationally and temporally with the elections of the President in order to accelerate the composition of the Committee.

Article 37: After the President, the Vice-President and the Associate Vice-President of the Pupils' Committee are elected, the Committee will hold an additional meeting, chaired by the President, where the various remaining positions are elected. This meeting will run as follows:

1. Now the newly elected members can run for the respective coveted positions, whereby a member is entitled to run for an unrestricted number of positions. The order in which the positions are elected is decided by the new President in consultation with the Electoral Board. Each candidate running for the respective position must make a speech to the rest of the Committee.
2. After the speeches, all the candidates must leave the room and the President must carry out the vote.
3. The votes for all positions must be held in secret and the results of the separate votes are not to be disclosed until the vote of the last remaining position has been carried out.
4. In the order of the elections, the President announces the results of the votes. First, members who have been elected to more than one position shall select their preferred position, and then the remaining members shall occupy the remaining positions to which they have been elected.
5. Members running for a position as a member of a subcommittee are directly elected by the class reps, and therefore bypass this step of the elections. The Head of each subcommittee shall be elected among the members of the subcommittee by the entire Pupils' Committee using the same procedure as other positions.
6. If somebody is absent from the meeting, they may ask someone else to make their speech for them. If they do not get the position they ran for, they have no choice but to accept what position remains for them.
7. After the elections, the President must send a list of members and positions to the Direction and the Parents' Association and publish it online.

Article 38: Any student of the secondary school may run for any of the positions, except that candidates for the Presidency or the Treasurers must be at least in S5 or aged at least 15 years as of the day of their election, and the candidates for the CoSup representatives must be aged at least 15 years as of the first CoSup meeting they attend.

Article 38b. To ensure continuity, if a 7th year student is elected President, one of the two Vice-Presidents must be from 6th year or below. Both CoSup representatives cannot be in the same year, but this can be overruled by a majority vote of the PC, this vote can be proposed by any member.

Article 39: To ensure a fair chance for all candidates, no school trips or tests may be held during the election period, which may not last for longer than the first three weeks of school.

Chapter 5: Sanctions

Article 40: If any member of the Committee feels that another member has broken the regulations put forth in these Statutes, they may inform the President. If the President agrees, they can give an official warning to the offending member. After three warnings, that member automatically goes through the no confidence procedure in Article 39. After four warnings, they are fired. However, the President's decision may be overridden by a $\frac{3}{4}$ majority vote of the Committee, whether that to rescind a warning or to give one even if the President disagrees. Note that this does not apply to the President, the Vice-President or the Associate Vice-President.

Article 41: At any point, a member may propose a motion of no confidence against any other member. To do so, they must inform the President, who will inform the rest of the Committee. At the next meeting, the targeted person will have a chance to defend themselves. Then a vote will be held on whether they keep their position. The vote will be secret and organized by the President. If a $\frac{2}{3}$ majority votes against the member, they are immediately fired and are no longer a member of the Committee, and the Committee must decide and vote on appointing another member as a replacement. The Committee may also choose to hold another election if it deems it necessary. This election will follow the steps outlined in Articles 34 and 36. This does not apply to the

President, the Vice-President or the Associate Vice-President. (see Articles 40 and 41).

Article 42: At any point, a member may propose a motion of no confidence against the Vice-President or the Associate Vice-President. However, this vote will need the approval of the school's Director or Deputy Director, or the President. To do so, they must inform the President, who will inform the rest of the Committee. At the next meeting, the Vice-President or the Associate Vice-President will have a chance to defend themselves. Then a vote will be held on whether they keep their position. The vote will be secret and organized by the President. If a 3/4 majority votes against the Vice-President or the Associate Vice-President, they are immediately fired and are no longer a member of the Committee, and the Committee must decide and vote on appointing another member as a replacement. The Committee may also choose to hold another election if it deems it necessary. This election will follow the steps outlined in Articles 34 and 36.

Article 43: At any point, a member may propose a motion of no confidence against the President. However, this vote will need the approval of the school's Director or Deputy Director. To do so, they must inform the Vice-President or the Associate Vice-President, who will inform the rest of the Committee. At the next meeting, the President will have a chance to defend themselves. Then a vote will be held on whether they keep their position. The vote will be secret and organized by the Vice-President and the Associate Vice-President. If a 3/4 majority votes against the President, they are immediately fired from their position, however they remain a member of the Committee, and the Committee must elect another member as a replacement. Until a new President is elected, the Vice-President or the Associate Vice-President shall assume the functions of the President.