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**THE MILTON
KEYNES ACADEMY**
*Creative
Education
Trust*

Dear Year 10 and Year 11 students, parents and guardians,

If you need any clarity on the information below, or if a translation is required, please use the link: <https://translate.google.com/>. Please note that this tool is for assistance, but that MKA is not responsible for this translation service.

We are pleased to inform you of a wonderful opportunity that our Year 10 and Year 11 students have; they will be able to apply to become a prefect. The role of a prefect is a significant position of responsibility that helps to support with future applications, as well as providing potential employers with evidence that you are trusted and show a willing to support others.

If you are interested in becoming a prefect, please read the information below, you will see what is expected of you in this role, and how to apply. As a prefect you would be expected to:

- Meet MKA's behaviour policy both inside and outside of school
- Perform a break or lunch duty in school to support staff
- Provide school tours to visitors, guiding prospective parents and answering questions they may have about your time at school
- Support students during the school day and to support younger students visiting the school on transition days
- Support Parents' Evenings, by assisting parents, teachers and students
- Take part in 'student voice' sessions, to help the school further understand and support students' needs.
- Prefects will receive a letter of recommendation from Mr Farquhar for their Record of Achievement, access to reward trips and other opportunities. Prefects will be central to operating student leadership in the Academy and held in great esteem.

If you would like to apply, please complete the form with the information below:

- Why you wish to become a prefect
- What personal qualities you think you would bring to the role
- What you think the most important responsibilities of a prefect are and why you think this
- How you have demonstrated that you can be trusted with prefect responsibilities through the things you have already done both inside and outside of school
- What you would hope to achieve if you were to become a prefect.

A form will be sent to out for applicants in due course, further details will follow.

Once the application deadline has passed, Mrs Shergill and I will review all applications and we will inform you of our decision.

Sincerely,

Mr Billington
Vice Principal
Milton Keynes Academy