



POLLING DAY

Election team

CUE CARDS are designed as a step by step guide for students to follow in organising their election.

BASICS

Running like clockwork? Once the voters have been registered, make sure that everything is ready for election day.

- **Poll Card:** On election day, every voter is given a Poll Card which has voting instructions on the back. They should fill it in and give it to the election team. The election team should then give the voter a Ballot Paper.
- **Polling Stations:** Students should be able to vote privately at a polling station. On election day, the election team needs to make sure crowds are under control and polling stations are kept tidy.
- **Ballot Paper:** This paper shows the names of all candidates & parties and people use it to vote. The election team might need to help get these ready. The election team should number each Ballot Paper to help make sure that people only vote once.
- **Ballot Box:** After voting, they should put their ballot paper into a sealed box called a ballot box.

Y VOTE JOBS

Counting Clerks:	people who count up the ballot papers after the polling stations have closed.
Election Coordinator:	a person who oversees the whole election process.
Polling Clerks:	people who organise and run polling day.
Returning Officer:	assists the Election Coordinator in overseeing the counting of the ballot.
Stewards:	to control the crowds on polling day.

RESULTS

Get counting! Before you can announce the results, votes must be counted. Here are some tips on how to do it:

- Count up the total number of ballot papers.
- Sort the ballot papers into piles for each candidate, with one pile for spoiled ballot papers.
- Agree the number of spoiled ballot papers with the election coordinator teacher & counting clerk.
- Count the votes for each candidate and write them down. The total for all the candidates together should be the same as the total number of votes.
- Calculate who your winner is. How you decide depends on the election system you are using. Check out the Election Info section on www.mockelections.co.uk.

WHO WINS?

The returning officer makes a speech to announce the results:

"I, the returning officer for **(school name)**, announce that the total number of votes cast for each candidate are as follows **(total votes for each candidate in alphabetical order)**. I declare that **(candidate name)** has been elected as the Y Vote member for **(school name)**."

Now, remind your election coordinator teacher to register your school's results at www.mockelections.co.uk so that your results count in the Y Vote national result!