



# Introduction: Societies

STUDENT LEADERS CONFERENCE 2025

THINK  
**BIG**

 **LSE  
STUDENTS'  
UNION**



# Welcome and Congratulations!





# AGENDA



STUDENT LEADER  
CONFERENCE

**01. Intro to LSESU**

**02. The year ahead and key dates**

**03. Meet the team! How to contact us, and how we can help**

**04. Your roles and responsibilities**

**05. A few more essentials**

**06. Welcome Fair 2025**



# Today



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## SCHEDULE

|                                | 09:30 - 09:50                          | 10:00 - 10:30                                | 10:30 - 11:20                                 | 11:30 - 12:20  | 12:30 - 13:00  | 13:00 - 13:50  | 14:00 - 14:50   | 15:00 - 15:50  | 16:00 - 16:30   | 16:30 - 16:45                       |
|--------------------------------|--|--|---|--|--|--|---|--|---|-------------------------------------|
| Venue (Level -2)               | Societies Arrivals and Registrations   | Societies: Welcome Talk and Introduction*    | Leadership: Cultivating World Class Societies | Event Planning Essentials*   | Marketing, Outreach and Comms*   | Lunch Break<br><br>Free Pizza provided in the 1st Floor Cafe<br><br>Free high-quality headshots (6th Floor Studio) | Freedom to Speak: Navigating External Speakers & Free Expression* | Safety First: Managing Risk*                                   | Finance and Sponsorships: Back to Basics*   | Closing Remarks and Final Questions |
| 6th Floor Cafe (Level 6)       | Sports Club Arrivals and Registrations | Sports Clubs: Welcome Talk and Introduction* | Sports Clubs: Leading World Class Groups      | Working with Alumni: Relations, Engagement and Outreach (With LSE Alumni Centre) | Safe Travels: Planning Successful Trips  |  | From Society to CV: Showcasing Your Experience (With LSE Careers) |  | Support for Student Leaders: Wellbeing, disclosures and signposting (With the SU Sabb Team) |                                     |
| Hall Carpenter Space (Level 3) |  |  |   |  | Making an Impact: Exploring Volunteering Opportunities (With LSE Volunteer Centre) |  | Elevate Your Entrepreneurial Skills (With LSE Generate)           | Navigating Difficult Conversations (With the LSE Faith Centre) |   |                                     |
| ARC (Level 1)                  |  |  |   |  |  |  | Running Events in the Saw Swee Hock Building                      |  |   |                                     |

# Housekeeping



- Please ensure you scan the correct individual ticket at each session, as this is how we will monitor attendance.
- Toilets on B-2 and B-1 and Floor 5 levels.
- Water Fountains on Floor 6 and B-2.
- If the fire alarm goes off, please evacuate out of the nearest Fire Exit. Our Fire Assembly point is outside the LSE library.
- Please talk to our team if you have any questions or problems throughout the day!

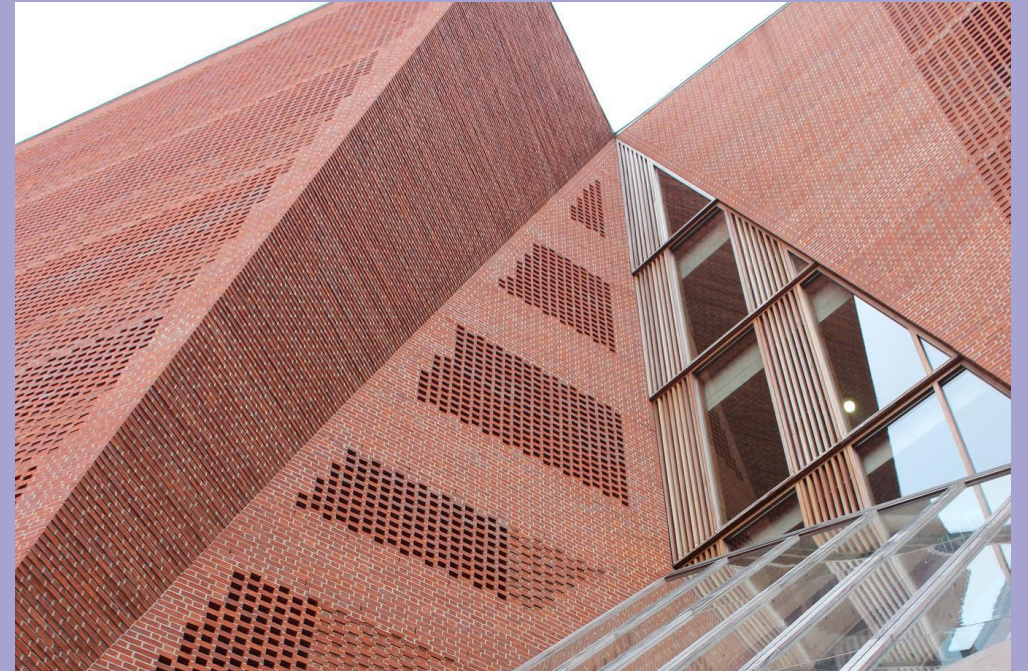


# The Basics



# LSESU

- A not-for profit organisation led by LSE students
- All LSE students automatically become LSESU members when they enrol
- Independent from LSE
- All LSESU Clubs and Societies fall under the SU





# Key Policies & Regulations



## LSESU Bye Laws

- Determine what the SU does and how we do it.
- Take account of all legislation that applies to the SU.

### ***Bye Law 5 – Student Activities:***

- *500: "LSESU operates student activities for the purpose to develop community within the School, build networks of support for its members and offer personal development outside of their academic work through a shared interest or physical pursuit."*

## Student Group Constitution

- Key governing document: Outlines how student groups should be governed.
- How Student Groups should operate, sets core activities for the year, roles in the committee and important guidance for the year ahead.



# Code of Conduct & Regulations



## Student Activities Code of Conduct

- LSESU is committed to promoting an *inclusive, collaborative* and *respectful* environment where individuals are *treated with fairness and respect*. LSESU is committed to a zero-tolerance approach to all forms of discrimination, bullying and harassment.
- Code of Conduct sets out the standards of conduct and behaviour expected of all members.
- Attached to all memberships 25/26.

## LSESU Student Group Regulations Agreement

- Behaviours and conduct that LSESU expects from student groups and what student groups can expect in return from LSESU.
- By becoming an affiliated student group to LSESU, you agree to these set of regulations.
- All LSESU Student Groups must sign to say they are all in agreement with this every year.



# Key Dates

01. **31<sup>st</sup> May**

## **Admin Submission Form**

- Membership price proposal
- Constitution
- Sign Student Group Regulations

02. **August 1<sup>st</sup>**

## **Equipment Audit**

Please let us know everything your group owns- form being sent

03. **August 1<sup>st</sup>**  
**2025/26 Memberships Live**

04. **August**  
Development meetings

05. **1<sup>st</sup> September**  
Moodle modules

06. **Deadlines for Flagship / Trip Forms**

AT: 1<sup>st</sup> Sep

WT: 31<sup>st</sup> Oct

ST: TBC

07. **23<sup>rd</sup>, 24<sup>th</sup>, 25<sup>th</sup>**  
**September '25**  
Welcome Fair

# LSESU Societies Team



**Grace**

Acting CEO / Head of  
Student Communities and  
Partnerships



**Warren**

Societies Manager



**Abbie**

Senior Societies Coordinator



**Madeleine**

Societies Coordinator



**Aliza**

Careers and Opportunities  
Coordinator

## + Student-Staff:

- Tanzila
- Giada
- Kelly
- Amy
- Lily

# LSESU Sports Team



**Alex**

Sport and Recreation Manager



**Simone**

Operations & Facilities  
Manager



**Dan**

Physical Activity &  
Wellbeing Coordinator



(starting August)  
Sports Coordinator



**Patrick**

Gym Supervisor



Operations & Facilities  
Coordinator

## Student Staff:

Ava  
Mabel (BUCS)  
Zoe (Summer  
cover)

# Activities and Communities Officer 2025-26

Sachin Bhopal-Myers

[Su.activitiescommunities@lse.ac.uk](mailto:Su.activitiescommunities@lse.ac.uk)

Oversees the development of your student  
groups and represents your views!

*vote*  
**SACHIN 4**  
**ACTIVITIES & COMMUNITIES**



**MAKE ACTIVITIES WORK**

1. STREAMLINE CLUBS & SOCS ORGANISING
2. CREATE 'LSESU EVENTS' APP TO IMPROVE COMMS FOR ALL
3. EXPAND PARTICIPATION FUND & CREATE NEW BERRYLANDS TRAVEL FUND

**STAMP IT OUT**

1. STAMP OUT DISCRIMINATION AT LSE, FOCUSSED ON ISLAMOPHOBIA, ANTISEMITISM, THE MENTAL HEALTH CRISIS & SEXUAL VIOLENCE
2. MANDATE FULLY TRAINED WELFARE OFFICERS FOR ALL CLUBS/SOCS
3. FIGHT FOR DIVESTMENT FROM WEAPONS MANUFACTURING, ARMS TRADE & FOSSIL FUELS

**UNLEASH AND EMPOWER**

1. PROTECT FREE SPEECH AND RIGHT TO PROTEST ON CAMPUS
2. FUND CLUBS & SOCS TO RUN TASTER SESSIONS THROUGHOUT THE YEAR
3. STREAMLINE FUNDRAISING THROUGH BETTER ACCESS TO CARD READERS.

**VOTE HERE!**



**STRONGER TOGETHER WITH SACHIN!**  
**@VOTESACHIN4ACO**



# How we can help

- Planning Events and Trips
  - Risk Management
  - Group Development
  - Processing Finances
  - New Group Formation
  - Contract/Sponsorship Signing
  - Elections
  - Sponsorships
  - Signing Contracts
  - Libel checking
  - Training
  - Liaising with other LSE Departments
  - General Enquiries
- ...and lots more!

# Contacting Us



## Email

[su.societies@lse.ac.uk](mailto:su.societies@lse.ac.uk)

## Location

3rd Floor, Saw Swee Hock

The team's core office  
hours are 10am – 4pm  
Monday – Friday

## Drop-Ins

Weekly 15-minute sessions with the Societies Team.

Bookable through Student Hub.

*Tuesdays 11am – 12pm and 2pm – 3pm*  
*Thursdays 11am – 12pm and 2pm – 3pm*



# Committee Hub



- Section of the SU website dedicated to Committee Members
- It includes everything you might need, including:
  - Information on SU processes
  - Event forms
  - Risk assessment and budget guidance
  - Finance support and all relevant forms
  - Trip information
  - Forms to book a Sheffield Street Stall
  - Health and safety information

...And much more!

**Scan here**



# Your Roles and Responsibilities



## Committee Communication

- Liaising with SU where necessary
- Ensuring regular communication with and between your fellow committee

## LSE/ LSESU Regulations

- Respecting timeframes
- Completing relevant forms as and when required

- **Representing your members**
- **Adhering to the Code of Conduct**
- **Ensuring your activities are inclusive and welcoming**
- **Ensuring activities are as safe as possible**

## Handling Issues

- Complaints
- Disputes
- Reporting incidents and injuries

## Overseeing Your Finances

- Managing yearly budget
- Ensuring legitimacy of expense claims



**A few more essentials...**



# Memberships



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**Please ensure anyone who is part of your society purchases membership.**

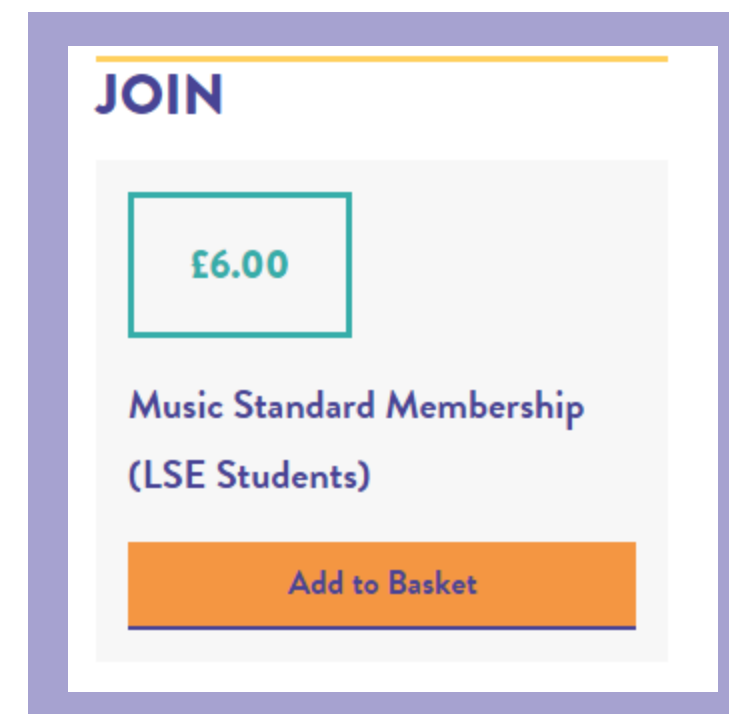
Once people have bought membership, they:

- Will receive any communications sent out by your society through the website
- Are eligible to run and vote in elections
- Have access to member-only tickets and discounts
- Are covered by SU insurance when taking part in your activities

It also is a great source of income for your group!

## **Associate Membership**

- You can also apply to sell Associate Memberships to LSE staff and alumni.
- The price of these must be higher than Standard Membership, to ensure current students get the best deal!
- Get income generation for your society!
- We have partnered with London Film School & New York University (NYU)



# Elections



- All core committee must be elected through SU elections (President, Treasurer, Secretary).
- The SU will automatically run these for you, and will reach out if we need any info from you.
- These are run online in March and October
- Non-core roles can be included in the SU elections, or you can democratically elect them yourself. Please ensure all members have a fair an equal chance!

## Dates of next year's Elections:

### Autumn Term (Postgraduate Groups)

- October 2025 – Exact Dates TBC

### Winter Term (All Student Groups)

- March 2026 – Exact Dates TBC

# Newsletter



Sent weekly from the Clubs and Socs Team to your personal LSE email address.

Includes:

- Important updates
- Upcoming dates and deadlines
- Exciting opportunities
- Celebrations of recent events and achievements

Please share any relevant information with your members

# Equipment and Storage



- We have the Societies Cupboard on the 3rd floor of the SU
- Space is limited, so please keep this space for small items like banners, small boxes and general equipment
- If you would like to store something in there, please email us, or speak to a member of the SU in advance. We will agree storage on a case-by-case basis.
- For insurance, we need to know everything that's in there!
- Accessible between 10am – 4pm on weekdays
- Please ensure any post is clearly addressed to your society. We will keep it for 2 weeks.



**Equipment Audit**



# Handovers



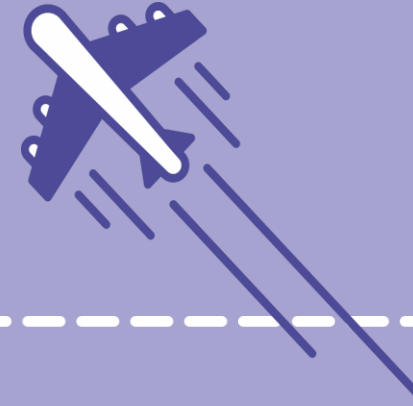
All 2024/25 committees will be asked to prepare a handover.

These include:

- Passwords
- Information on finances
- Feedback on this year's events
- Inventory
- Advice and top tips

Please let us know if you need a copy!

# Welcome 2025



## Tues 23rd – Thurs 25th September

- 23rd - National, Cultural, Faith and Charity
- 24th – Sports Clubs, Special Interest and Media Groups
- 25th – Academic and Careers



# Give us your feedback!

Please scan the QR Code to let us know how you found this session/the day.



# Next Sessions

- **Leadership: Cultivating World Class Societies**  
10:30 – 11:20      LSESU Venue (-2 Floor)
- **Sports Clubs : Leading World Class Groups**  
10:30 – 11:20      6th Floor Cafe

