
Leadership Excellence Award: After School Programming Nomination Form 2016

Closing date: 30 September 2016

SECTION A

Name of Nominee	
Postal address	
Email	
Phone	
Fax	
Mobile	

SECTION B

Nominated by	
E-mail	
Phone	
Mobile	

SECTION C

Award criteria:

All entries will be assessed against the following criteria:

1. Access and inclusivity of disadvantaged communities (10 points)
 - After School Programme works to actively close the opportunity gap between high income and low income families
 - School Management actively looks for partnerships to lower costs / remove all costs borne by learners who take part in ASP
 - ASP offering recognises and innovatively addresses the curriculum and contextual programming (including psycho social) requirements of learners from diverse backgrounds
2. Advocates for ASP (10 points)
 - The role of the leader in raising the visibility of the ASP
 - The role of the leader in building an understanding of the need for, and benefits, of quality after school programming
3. Provision of quality, varied ASP activities (10 points)
 - The existence of a varied, active ASP that addresses the holistic development of the learner (Sport, Arts and culture, Academic support and Life Skills)
 - Promotion of learner driven and responsive programming that builds learner confidence and resilience
4. Contribution to the morale and ethos of the ASP (10 points)
 - How the leader motivates and inspires learners and colleagues to participate in ASP
 - How the leader uses the ASP to foster inclusion
 - How the leader supports the continued professional development of AS practitioners which in turn has a positive impact on ASP activities
5. Partnerships (10 points)
 - The existence of partnerships to deliver the ASP - between the school and the community/NGOs/Private Sector/ etc
 - Regular and consistent communication between stakeholders and actors to improve learner knowledge, decision making and engagement in ASP
5. Impact on learners and their families of the ASP (10 points)
 - The extent to which the school measures its impact and the systems designed to track this measurement
 - Building the personal development of learners who will act in the interests of society and their communities
 - Improved school retention
 - Improved academic performance of targeted learners (annual)
 - Learner accolades

Required documents:

Form A: Motivation Form and Supporting Evidence:

- Written motivation in terms of the six criteria;
- Testimonials from service recipients and/or colleagues;
- Example of daily/weekly programme and/or attendance registers'
- Photos or clippings (magazines and newspaper articles) displaying any form of recognition.

Form B: Self-Motivation Form

- Please provide motivation that supports your application for the Award Category you are entering (maximum 5 pages including supporting material e.g. letters, photos etc.).

Declaration and Signatures

I / We agree that the information provided in this document and related supporting information is accurate and legally binding.

Person nominating	
Full name/s	
Signature	
Date	

Nominee:	
Full name/s	
Signature	
Date:	

Form A: Motivation Form

1. Access and inclusivity of disadvantaged communities (10 points)
 - After School Programme works to actively close the opportunity gap between high income and low income families
 - School Management actively looks for partnerships to lower costs / remove all costs borne by learners who take part in ASP
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programming success. The After School Game Changer and our generous partner in funding and advocating for the strengthening of the after school sector, The Learning Trust, are committed to recognising this leadership and excellence through recognition.

This award builds is a provincial award. The successful nominee will be recognised at the Provincial National Teachers Awards Ceremony which collectively highlight excellence in teaching, leadership, technology-enhanced learning, mathematics and physical science.

Award:

- Winners will receive a floating trophy plus a cash payment of R20 000.00 which will be paid to the school/ centre. The funding may be used to support professional development, ICT integration, reading materials or facility resources which will enhance the teaching and after school offerings at the centre.

Procedures and rules

- The Leadership Excellence Award: After School Programming is a special ministerial Award of the Western Cape Department of Education and the After School Game Changer.
- The shortlisted nominees will be invited to attend an interview where they will be interviewed by an Adjudication Panel, headed by the HOD of Cultural Affairs and Sport, also the lead of the After School Game Changer.
- The Provincial winner will be announced by the Provincial Minister by November 2016.

Nomination process

- School Management Teams, District Offices and External Partners in the After School Programme may nominate candidates for the Award;
- The School Governing Body (SGB) must support the nomination;
- Once nominated, the nomination form should be completed attaching all supporting documentation

Eligibility

- Be a serving principal/deputy principal in a public school registered with the Western Cape Education Department;
- Be employed by the Western Cape Education Department, a School Governing Body in the Western Cape or a management committee of a registered Partial After Care Centre in the Western Cape;
- Be a serving principal/deputy principal in a public school;
- Produce certified proof of SACE certificate or provisional registration.

Entry guidelines and rules

- Entries should be stapled or bound for ease of perusal.
- Entry forms must be filled in correctly, in full and in sequence and with as much information as possible.
- Hand written entries are not encouraged; in cases where this is unavoidable please write legibly.
- Only emailed, posted and hand delivered submissions will be accepted. Faxed entries will not be accepted.
- Evidence should be submitted to support the entry e.g. video's, publications, brochures, CD/DVD, Newspaper clippings (which will not be returned).
- Submission of concise, precise and relevant evidence is emphasised; impact must be demonstrated through evidence.
- Incomplete submissions will not be considered.
- The information provided in the entry form and during the verification process is legally binding.

Criteria

Criteria indicated in Section 3.

Verification

Referees will be contacted for verification.

Assessment and Adjudication Process

- An Adjudication Panel appointed by the After School Game Changer and the Western Cape Education Department will adjudicate on the nominations received and interviews conducted.
- The decision of the Adjudicators will be final.

Submission of entries

- Duly completed nomination forms must be forwarded to:

(1) Postal Address

Directorate: Cape Teaching and Leadership Institute
Private Bag X14,
Kuils River
7579

For Attention: Mr G De Bruyn

(2) Physical Address (hand deliveries)

Directorate: Cape Teaching and Leadership Institute
Admin Building 2, Room 3
New Nooiensfontein Road
Kuils River

For Attention: Mr G De Bruyn

Contact details

Tel: 021 900 5062 / 021 900 5037 or E-mail: Gavin.Debruyn@westerncape.gov.za

For more information, please contact Ms Bridget Hannah

Tel: 021 483 9953/ 084 211 5020 or Email: Bridget.Hannah@westerncape.gov.za