

## Nomination Form

### Process of Nomination

Completed nomination forms and supporting documents must be scanned and submitted in PDF format via email to [staffawards@brisbaneshs.eq.edu.au](mailto:staffawards@brisbaneshs.eq.edu.au) no later than **Friday 17 September 2021**.

Nomination forms must be signed by the nominee and two nominators.

All nominations will be acknowledged via email to confirm receipt.

## Assessment Criteria and Selection Process

### Assessment Criteria

All nominees will be assessed on the evidence provided in relation to each of the following four criteria, which will be given equal consideration by the Selection Committee.

1. Draws on a body of professional knowledge and research to respond to the needs of students.
2. Makes learning engaging and valuable, and operates effectively at all stages of the teaching and learning cycle.
3. Commitment to learning and professionalism in all interactions with students, colleagues, parents and the community.
4. Ability to effectively implement practices that align with the School Improvement Plan.

For the Leadership of Teaching and Learning Award, the following extra criterion will also be used:

- Evidence of how the nominee has lead teaching and learning within or beyond the school to enhance to the learning of staff and students.

For the School Council Award, the following extra criterion will also be used:

- Evidence of how the nominee has engaged in the following three key indicators:
  - Embodied the school values of learning, excellence, respect and public education
  - In the Centenary year has shown commitment to valuing the school's proud history
  - Led opportunities and innovations that will take the school into the next 100 years

### Selection Process

**Stage 1 - Assessment of Applications** – After the closing date, written applications will be assessed by the Selection Committee and assessed against each of the selection criteria.

**Stage 2 - Shortlisted Discussions** – Shortlisted staff will be invited to attend a discussion with the Selection Committee.

The Selection Committee for the Staff Excellence Awards comprises of:

- School Council Chair (or delegate)
- School Council Parent Member
- Deputy Principal – Operations
- 2020 Bill Simpson Award Recipient
- 2020 Support Staff Award Recipient
- 2021 School Captain
- 2021 Junior School Captain
- Executive Principal

**Stage 3 - Selection of Award Recipients by Selection Committee** – The Selection Committee will meet in October 2021 to select the Award recipients from a shortlist of finalists.

**Stage 4 - Announcement of Award recipients** – All nominees will be invited to Awards day and Award recipients will be publicly announced at the Awards Ceremony to be held on Monday 7 February 2022.

## Nomination Tips

- The nomination will be judged on the basis of achievements and other evidence listed in the nomination form, supporting documentation and the Selection Committee discussion.
- List achievements and other evidence to demonstrate excellence in teaching.
- Describe how the nominee has demonstrated success in supporting students and colleagues to achieve their personal best.



## Nominators' Details

Name	Relationship to nominee	Email address	Signature
1.			
2.			

Why we are nominating \_\_\_\_\_ for the award (max. 200 words):

(Nominee)

## Nominated Teacher Details

Name: \_\_\_\_\_

Faculty/Department: \_\_\_\_\_

Email address: \_\_\_\_\_

Nomination for a **Teaching Excellence Award** in the category of (please select relevant category):

- 1. Excellence in Classroom Teaching
- 2. Leadership in Teaching and Learning (Coaching, Mentoring, Innovation or Curriculum)
- 3. Extra-Curricular Commitment by a Teacher
- 4. Excellence by a Beginning Teacher (year one or two of full-time teaching)
- 5. School Council Award – Spirit of Centenary Award: Making a Powerful Difference

## Nominee Consent

I agree to accept this nomination in the Brisbane State High School Teaching Excellence Awards. I understand that if my nomination is included in a shortlist I may be required to participate in a short discussion with the Selection Committee at a designated time.

Signature: \_\_\_\_\_



## Nominee Checklist

- 1. Completed and signed nomination form
- 2. One referee statement (maximum 200 words) to support nomination
- 3. Two of the following supporting documents:
  - Developing Performance Plan
  - Feedback (Checking what we are expecting, Peer Feedback, Supervisor Feedback, Student Survey Data)
  - Action Research Presentation from Professional Learning or Aspiring Leaders program
- 4. Other (please specify):

## Responses to Selection Criteria

All nominees will be assessed on evidence provided in relation to each of the following four criteria, which will be given equal consideration by the Selection Committee. **Responses can be in dot point and should not exceed 200 words.**

Draws on a body of professional knowledge and research to respond to the needs of students.

Makes learning engaging and valuable, and operates effectively at all stages of the teaching and learning cycle.

Commitment to learning and professionalism in all interactions with students, colleagues, parents and the community.



Ability to effectively implement practices that align with the School Improvement Plan.

**If applying for Leadership in Teaching and Learning Award:**

Evidence of how the nominee has led teaching and learning within or beyond the school to enhance the learning of staff and students.

**If applying for School Council Award:**

Demonstrated excellence in Spirit of Centenary – making a powerful difference. Evidence of how the nominee has engaged in the following three key indicators.

- Embodied the school values of learning, excellence, respect and public education
- In the Centenary year has shown commitment to valuing the school's proud history
- Led opportunities and innovations that will take the school into the next 100 years

**Referee Statement (maximum 200 words)**

Name of referee: \_\_\_\_\_