

SQA
ANNUAL
AWARDS
2005

ENTRY GUIDELINES
& NOMINATION FORM

CELEBRATING SUCCESS AND COMMITMENT TO QUALIFICATIONS
BY SCOTTISH AND INTERNATIONAL CANDIDATES, SCHOOLS, COLLEGES,
TRAINING PROVIDERS AND BUSINESSES

SQA ANNUAL AWARDS 2005

THE SQA ANNUAL AWARDS CEREMONY, IN GLASGOW'S HILTON HOTEL ON MONDAY 21 NOVEMBER 2005, WILL CELEBRATE SUCCESS.

ENTRY GUIDELINES

While examinations and qualifications are always meaningful, it is important that special effort and special commitment are given particular recognition.

This is what these Awards intend to do:

- We want to recognise candidates who have faced up to and overcome their own particular challenges and/or have put their qualifications to good use.
- We want to salute centres that have made particular efforts to make sure that their candidates are not only well-presented but also well-positioned to use the qualifications they have gained.
- We want to reward excellence by individuals and establishments alike across all sectors of education — not just by schools and colleges, but by training providers, businesses and others too.
- In particular, through our Business of the Year Award and our Enterprise Awards we wish to welcome work that has helped address Scotland's Lifelong Learning agenda.

Please join us in this celebration — entering for these Awards could not be easier.

SUBMISSION STRUCTURE

Please ensure you include the following elements in your submission:

- Background on the nominee.
- Details of the nominee's educational achievements.
- Why their achievement is particularly noteworthy.
- How the qualifications have helped the nominee.
- How their achievements have had a far reaching effect — on fellow candidates, the school/colleges/ workplace or wider community.
- How the nominee might use their qualification in the future.
- Any future intentions the nominee has to continue their personal development.
- How your submission was managed (if applicable).
- Why it was introduced (if applicable).
- Any cross curricular links — formal or informal.

Submissions should be no more than 1,000 words and authorised by the Head of Centre.



01 THE BUSINESS OF THE YEAR AWARD

The gold winner will receive an RM computer. Silver and bronze winners will receive Parker pens and all category winners will receive trophies and commemorative certificates.

This category is for businesses who have clearly worked to stimulate employers' commitment to training and staff development.

Scotland's economic prosperity is inextricably linked to the skills and employability of its workforce. This award will reward businesses that show exemplary track records in human resource development. Any size of business can enter.

Guidelines for writing your submission

When making their decisions, the panel of judges will be looking for examples of businesses that demonstrate clear benefits from their commitment to staff training and development. In particular, evidence in the following areas would be welcomed:

- Employers' commitment to training and staff development.
- Evidence of employees' awareness of training opportunities.
- Development of attractive staff training packages.
- Evidence of positive benefits on business performance through training.

Sponsored by



02 THE CANDIDATE OF THE YEAR AWARD

The gold winner will receive an RM computer. Silver and bronze winners will receive Parker pens and all category winners will receive trophies and commemorative certificates.

There will be gold, silver and bronze Candidate of the Year Awards in three different categories: schools, colleges and training providers/others. These awards acknowledge candidates who have achieved SQA qualifications which demonstrate commitment in any of the following:

- To fellow candidates, community links or international exchange in their pursuit of SQA qualifications.
- Outstanding use of SQA qualifications made by candidates with special needs.
- Candidates who have made an outstanding contribution to centres, the community or fellow candidates.

Guidelines for writing your submission

When making their decision the panel of judges will be looking for nominations who demonstrate:

- Plans for future progression.
- How they benefit their local community.
- How SQA qualifications have broadened their knowledge and contributed to their personal development in innovative and unexpected ways.

Sponsored by



03 THE CENTRE OF THE YEAR AWARD

The gold winner will receive an RM computer. Silver and bronze winners will receive Parker pens and all category winners will receive trophies and commemorative certificates.

There will be gold, silver and bronze Centre of the Year Awards in three different categories: schools, colleges and training providers/others. These awards will be presented to approved centres who can demonstrate not only good practice, but also the incorporation of innovative and, if possible, unique initiatives into their day-to-day delivery of SQA qualifications. Some areas which you might like to consider are:

- Approaches to assessment or quality assurance of SQA qualifications.
- Use of SQA qualifications for candidates with special educational needs.
- Use of new technology.
- Using or creating links and partnership approaches to delivery of SQA qualifications.
- Approaches for involving community and voluntary groups in the delivery of SQA qualifications.
- Using or creating European or international links to enhance the delivery of SQA qualifications.
- Business growth through innovative use of SQA qualifications.

Guidelines for writing your submission

When making their decision, the panel of judges will be looking for examples of initiatives which:

- Have been sustained over a period of time and which will continue into the foreseeable future.
- Have been evaluated.
- Can show quantifiable benefits.
- Are integrated into the curriculum.
- Are not common practice.

Sponsored by 

SQA ANNUAL AWARDS 2005

04 THE SCOTTISH ENTERPRISE AWARD FOR VOCATIONAL TRAINING

The gold winner will receive an RM computer. Silver and bronze winners will receive Parker pens and all category winners will receive trophies and commemorative certificates.

In this category, sponsored by Scottish Enterprise, gold, silver and bronze awards will recognise the work of employers or training centres (or individuals within) who demonstrate a commitment to delivering quality work-based training through vocational qualifications or Modern Apprenticeships. In line with its strategy, Scottish Enterprise would particularly welcome nominations that demonstrate:

- Innovative use of vocational training.
- Partnerships with local schools, colleges or business.
- An inclusive approach to vocational training.
- Interaction with local community.

Guidelines for writing your submission

When making their decision, the panel of judges will be looking for examples of one or more of the following:

- Real partnership working.
- Significant personal development for candidates.
- Sustainable future plans for candidates/employees.
- Significant staff empowerment and development through SVQs.
- Show relationship between SVQs and staff development.
- Use of SVQs as a business tool.
- Benefit of training to local community.

Sponsored by 

05 THE HIGHLANDS AND ISLANDS ENTERPRISE AWARD

The gold winner will receive an RM computer. Silver and bronze winners will receive Parker pens and all category winners will receive trophies and commemorative certificates.

In this category, sponsored by Highlands and Islands Enterprise, gold, silver and bronze awards will recognise innovation, in the HIE area, by an SQA centre in meeting a rural or small business training need by creating local access to SVQs. Nominations that demonstrate current developments in the following areas are particularly welcomed:

- A partnership approach which brings together training providers, employers or other bodies.
- Innovative techniques in a wide variety of areas (such as design, delivery, assessment and evaluation).

Guidelines for writing your submission

When making their decision, the panel of judges will be looking for examples of initiatives which:

- Have been sustained over a period of time and which will continue into the foreseeable future.
- Have been evaluated.
- Show how the partnership approach has proved more successful than previous methods and where areas of responsibility have been divided or shared.
- Benefit the organisation and its employees/candidates.
- Benefit the local economy.
- Show future development.

Sponsored by 

06 THE PARTNERSHIP OF THE YEAR AWARD

The gold winner will receive an RM computer. Silver and bronze winners will receive Parker pens and all category winners will receive trophies and commemorative certificates.

In this new category, sponsored by UCAS, gold, silver and bronze awards will recognise innovative partnerships whose work has moved the goalposts in education and training, to the benefit of candidates.

The award recognises partnership in its widest sense and welcomes submissions recognising organisations or teams which are able to demonstrate strong examples of best practice in this field. Types of partnership could include those between schools and colleges, schools and universities and business and training providers.

Guidelines for writing your submission

When making their decision, the panel of judges will be looking for examples of initiatives which:

- Have demonstrably improved candidates experience in education or training.
- Show how working in partnership has produced a more effective result.
- Have created acknowledged examples of best practice.

Sponsored by 

WHILE EVERYONE HAS THEIR OWN PERSONAL CELEBRATION WHEN SQA CERTIFICATES DROP THROUGH THEIR LETTER BOXES, THE ANNUAL AWARDS CEREMONY IS THE BIGGEST DAY ON SQA'S CALENDAR.



In the widest possible context, this event is all about winners and those who support them.

The Awards ceremony gives us the opportunity to recognise application, focus, innovation, flexibility and determination at all levels across Scotland and beyond.

As a guide to help you with your entries this year, and also as a reminder, last year's finalists were:

THE BUSINESS OF THE YEAR AWARD

North Lanarkshire Council
Catering Services
Prolawn (Scotland) Ltd
Scottish Gas Engineering Academy

THE CANDIDATE OF THE YEAR AWARD — SCHOOL

Andrew McIntyre, St Brendan's High School
Tracey Mulholland, Our Lady's High School
Kenneth O'Neill, Dalziel High School

THE CANDIDATE OF THE YEAR AWARD — COLLEGE

Robert Blyth, John Wheatley College
Stephen McGarrell, North Glasgow College
Elvira Morrison, Reid Kerr College

THE CANDIDATE OF THE YEAR AWARD — TRAINING PROVIDER/EMPLOYER

Fiona Clark, Mitech
Ruth Mallon, Alt-Na-Craig
James Weir, Scottish Enterprise Learning Accreditation Centre

THE CENTRE OF THE YEAR AWARD — SCHOOL

Corseford School
Isobel Mair School
Oakbank School

THE CENTRE OF THE YEAR AWARD — COLLEGE

Cardonald College
Fife College
Reid Kerr College

THE CENTRE OF THE YEAR AWARD — TRAINING PROVIDER/EMPLOYER

Direct & Care Services
North Lanarkshire Council
Catering Services
Training Matters

THE SCOTTISH ENTERPRISE AWARD FOR VOCATIONAL TRAINING

Clackmannan College
James Watt College
Scottish Gas Engineering Academy

THE HIGHLANDS & ISLANDS ENTERPRISE AWARD

ITP Solutions Ltd
Support Training Ltd
Train Shetland

THE PARTNERSHIP OF THE YEAR AWARD

Falkirk College & Falkirk Enterprise Trust
John Wheatley College & Greater Easterhouse Learning Network
West Lothian College

THE INTERNATIONAL CENTRE OF THE YEAR AWARD

Glasgow College of Nautical Studies
Kilgraston School
Reid Kerr College

THE INTERNATIONAL STUDENT OF THE YEAR AWARD

Ka Man Hung, Central College of Commerce
Svetlana Scherbakova, Hyndland Secondary School
Faina Shpiro, Harris Academy

SQA ANNUAL AWARDS 2005

07 INTERNATIONAL STUDENT OF THE YEAR AWARD

The gold winner will receive an RM computer. Silver and bronze winners will receive Parker pens and all category winners will receive trophies and commemorative certificates.

This award will go to the overseas student who has shown commitment to the use of SQA qualifications, who has given best evidence of how SQA qualifications are making a difference to his/her career plans, and who is also contributing in other ways to the local community and/or fellow students.

Guidelines for writing your submission

When making their decisions, the judging panel will be looking for examples of one or more of the following:

- Real benefits to the individual through SQA qualifications.
- Plans for future progression.
- How the candidate benefits the local community.
- How SQA qualifications have broadened knowledge and contributed to development.

Sponsored by



08 INTERNATIONAL CENTRE OF THE YEAR AWARD

The gold winner will receive an RM computer. Silver and bronze winners will receive Parker pens and all category winners will receive trophies and commemorative certificates.

This award is open to any SQA centre — at home or abroad. It will be awarded to the centre that best demonstrates innovation, effectiveness and determination in forging international links, using SQA qualifications.

Guidelines for writing your submission

When making their decisions, the judging panel will be looking for examples of initiatives with one or more of the following:

- Evidence of sustainability.
- Can show quantifiable benefits.
- Are ground-breaking.
- Have been used as exemplars for others.
- Demonstrate true partnership working.

Sponsored by



09 THE SQA AWARD FOR ACADEMIC EXCELLENCE

The gold winner will receive an RM computer. Silver and bronze winners will receive Parker pens and all category winners will receive trophies and commemorative certificates.

The award aims to recognise outstanding achievement at Higher, Advanced Higher and Higher National qualifications levels.

Centres are NOT required to nominate candidates for this category. Rather, SQA will identify the top performers of the year in each of these qualifications.

The judging panel will then contact candidates' centres direct and invite them to provide additional support evidence so that the top academic performers can be lauded at the Awards ceremony. Eligible centres will be contacted direct in August.

NOMINATION FORM

PLEASE REFER TO THE ENTRY GUIDELINES BEFORE COMPLETING THIS FORM. PLEASE COMPLETE IN BLOCK CAPITALS AND TICK BOXES WHERE APPROPRIATE.

Please supply a separate entry form for each category you wish to enter, use only loose leaf sheets and provide a photocopy of each submission.

WHICH OF THESE CATEGORIES ARE YOU ENTERING?

- | | | |
|-----------|--|--------------------------|
| 01 | THE BUSINESS OF THE YEAR AWARD | <input type="checkbox"/> |
| 02 | THE CANDIDATE OF THE YEAR AWARD | |
| | Schools | <input type="checkbox"/> |
| | Colleges | <input type="checkbox"/> |
| | Training Providers/Employers | <input type="checkbox"/> |
| 03 | THE CENTRE OF THE YEAR AWARD | |
| | Schools | <input type="checkbox"/> |
| | Colleges | <input type="checkbox"/> |
| | Training Providers/Employers | <input type="checkbox"/> |
| 04 | THE SCOTTISH ENTERPRISE AWARD FOR VOCATIONAL TRAINING | <input type="checkbox"/> |
| 05 | THE HIGHLANDS AND ISLANDS ENTERPRISE AWARD | <input type="checkbox"/> |
| 06 | THE PARTNERSHIP OF THE YEAR AWARD | <input type="checkbox"/> |
| 07 | INTERNATIONAL STUDENT OF THE YEAR AWARD | <input type="checkbox"/> |
| 08 | INTERNATIONAL CENTRE OF THE YEAR AWARD | <input type="checkbox"/> |

SECTION A — NOMINATING CENTRE DETAILS

Name of centre _____

Address _____

Postcode _____

Contact (please provide full name) _____

Designation _____

Telephone number/Fax number _____

SECTION B — NOMINEE DETAILS

Surname _____

Forenames _____ Title _____

Address _____

Postcode _____

SQA Registration number _____

Name and address of employer (if appropriate) _____

NOMINATION FORM

SECTION B — NOMINEE DETAILS

Surname _____

Forenames _____ Title _____

Address _____

Postcode _____

SQA Registration number _____

Name and address of employer (if appropriate) _____

SECTION C — REASONS FOR NOMINATION

Refer to the nomination guidelines for details. Provide below full details in support of this nomination. Please present your reasons on separate sheets of A4, using not more than 1,000 words. In addition, please provide a summary of around 50 – 75 words that best describes the individual, business, partnership or centre being nominated.

SECTION D — DECLARATION

I confirm that the information given is true and accurate.

Signed _____

Head of Centre _____ Date _____

Thank you for taking the time to complete this nomination form.
Please return by 5 October 2005 to:

Sarah O'Loughlin
Communications Co-ordinator
SQA
Hanover House
24 Douglas Street
GLASGOW
G2 7NQ

FOR SQA USE ONLY		
	Date	Initials
RECEIVED		
<i>Notes</i>		
DECISION OF JUDGES		
<i>Notes</i>		
NOMINEE ADVISED		
<i>Notes</i>		
CENTRE ADVISED		
<i>Notes</i>		
SPONSOR ADVISED		
<i>Notes</i>		
FILES UPDATED		
<i>Notes</i>		