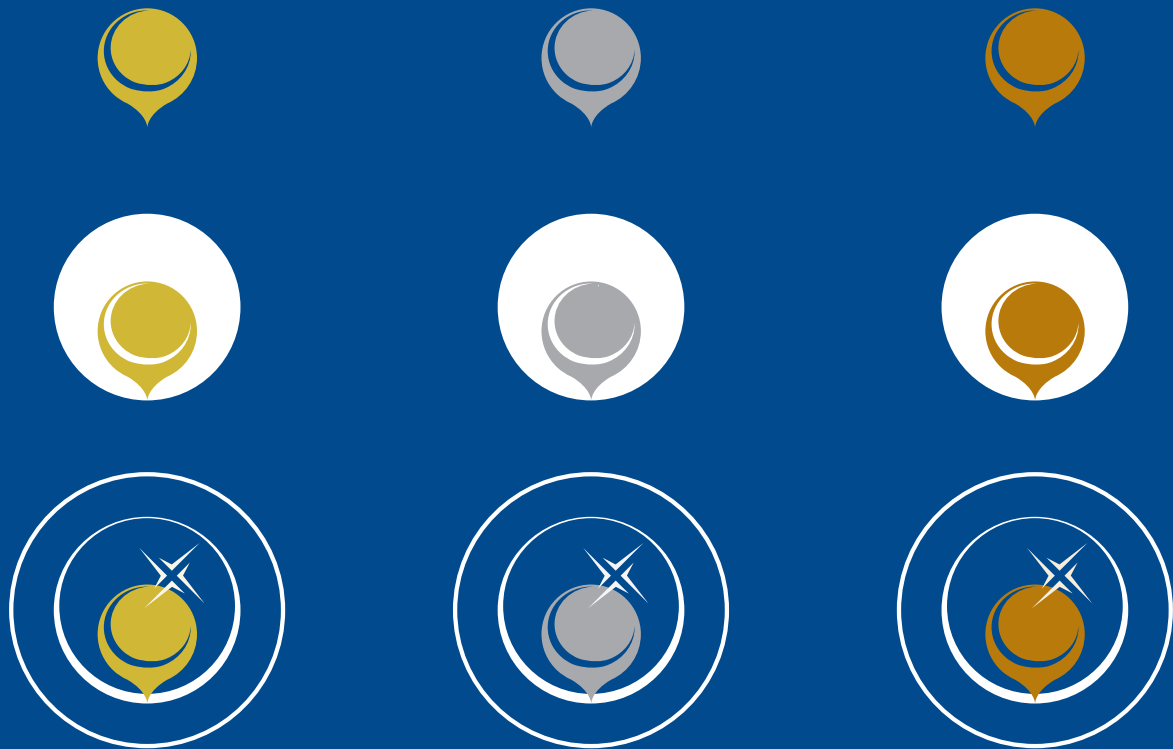


SQA ANNUAL AWARDS 2004

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



Entry Guidelines & Nomination Form



THE SQA ANNUAL AWARDS CEREMONY, IN GLASGOW'S HILTON HOTEL ON MONDAY 22 NOVEMBER 2004, 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 BUSINESS OF THE YEAR AWARD

PRIZE 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 addition, each winner will receive **learndirect scotland for business online courses (ten courses for gold, five courses for silver and two for bronze).**

This category, sponsored by **learndirect scotland**, 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 CANDIDATE OF THE YEAR AWARD

PRIZE The gold winner will receive an HP 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, sponsored by **Leckie and Leckie**, 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 CENTRE OF THE YEAR AWARD

PRIZE 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. 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



04 THE SCOTTISH ENTERPRISE AWARD FOR VOCATIONAL TRAINING

PRIZE 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

PRIZE 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

PRIZE 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.

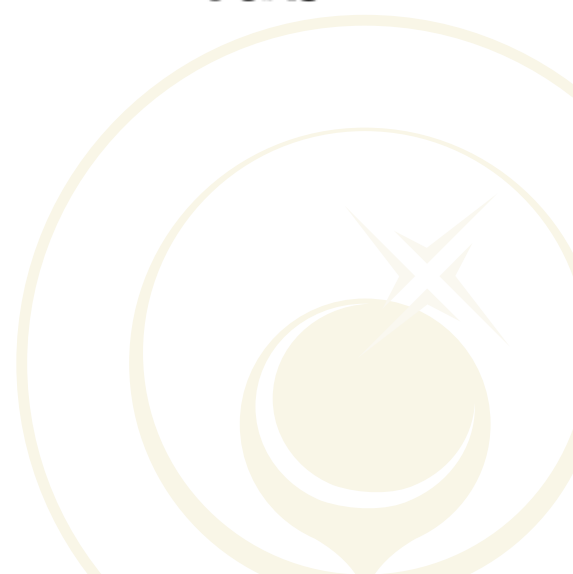
The award recognises partnership in its widest sense and welcomes submissions recognising organisations or teams which are able to demonstrate strong examples of best practice in this field. Types of partnership could include those between schools and colleges, schools and universities and business and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



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:

BUSINESS OF THE YEAR:

Halliburton Energy Services, Aberdeen
Right Track (Scotland), Glasgow
RM Skills Centre, Glasgow

SCHOOLS CANDIDATE OF THE YEAR:

Graham Babb, Abercorn School
Allana Grant, Uddingston Grammar School
Andrew McCall, Castlemilk High School

COLLEGE CANDIDATE OF THE YEAR:

Callum Colville, Jewel & Esk College
Thomas Cunningham, Glasgow College of Nautical Studies
Asifa Maqbool, Reid Kerr College

TRAINING PROVIDER/EMPLOYER CANDIDATE OF THE YEAR:

Ian Barden, North Lanarkshire Community Services
Alison Hutchison, Orkney SVQ Social Care Partnership
Ross Page, South Ayrshire Council, Training & Development Centre

SCHOOLS CENTRE OF THE YEAR:

The Berwickshire High School
Craigie High School
Lochend Community High School

COLLEGE CENTRE OF THE YEAR:

Clydebank College
Inverness College
Lauder College

TRAINING PROVIDER/EMPLOYER CENTRE OF THE YEAR:

Petrofac Facilities Management, Aberdeen
Scottish Care & Information on Miscarriage, Glasgow
Virtual College, Ilkley, Yorkshire

THE SCOTTISH ENTERPRISE AWARD:

Banff & Buchan College, Fraserburgh
Clackmannan College, Alloa
Halliburton Energy Services, Aberdeen

THE HIGHLANDS & ISLANDS ENTERPRISE AWARD:

Inverness College, Inverness
ITP Solutions, Inverness
Orkney College, Orkney

PARTNERSHIP OF THE YEAR:

Dumfries & Galloway College, Dumfries
Dundee College, Dundee
Glasgow City Council,
Queenslie Training Centre, Glasgow

While, with the exception of the Highlands & Islands Enterprise Award, none of these categories are geographically constrained. This year we have introduced two new international achievement awards to encourage participation from individuals and organisations working in the wider world. Details of these new Awards are available overleaf.



07 INTERNATIONAL STUDENT OF THE YEAR AWARD

PRIZE 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 only for overseas-based students. It 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

PRIZE 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 

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

WHICH OF THESE CATEGORIES ARE YOU ENTERING?

01 THE BUSINESS OF THE YEAR AWARD

02 THE CANDIDATE OF THE YEAR AWARD

Schools

Colleges

Training Providers/Employers

03 THE CENTRE OF THE YEAR AWARD

Schools

Colleges

Training Providers/Employers

04 THE SCOTTISH ENTERPRISE AWARD FOR VOCATIONAL TRAINING

05 THE HIGHLANDS AND ISLANDS ENTERPRISE AWARD

06 THE PARTNERSHIP OF THE YEAR AWARD

07 INTERNATIONAL STUDENT OF THE YEAR AWARD

08 INTERNATIONAL CENTRE OF THE YEAR AWARD

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) _____

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 2004 to:

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

FOR SQA USE ONLY			
	Date	Initials	Notes
Received			
Decision of judges			
Nominee advised			
Centre advised			
Sponsor advised			
Files updated			