



Department of
Education

Shaping the future

WA Education Awards 2022

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Welcome to the WA Education Awards 2022

The WA Education Awards celebrate the teaching and learning excellence that delivers positive outcomes for students every day.

In 2022, our public schools have been pillars of strength in communities like never before. They have led the way with their resilience, determination and leadership.

During these unprecedented times, Western Australian teachers, leaders and support staff have risen to the occasion. Never wavering from our children and young people, they provide them with an incredible education and a pathway to a successful future.

We are strongest when we work together. Our students thrive under their educators' shared vision. We achieve for our students as a team, and our public schools have proven this yet again.

This year, 3 award categories will honour outstanding schools that demonstrate collective leadership, innovation and community spirit – helping students to grow and achieve their best.

Nominate for the opportunity to recognise whole-school efforts, support your entire school community, and win \$10,000 for your school's projects and programs, thanks to our sponsor, LIFT Alliance.

This guide explains this year's awards program, and how to nominate a school for an award.



Why nominate?

The WA Education Awards are an exciting opportunity to celebrate schools with exemplary leadership and a focus on great student outcomes.

Winning schools will receive \$10,000 to go towards a project or program at the school which will benefit the whole school community.

Finalist and winning schools will have the opportunity to network and build relationships with education, community and business leaders.

Help make a difference by nominating your school in the WA Education Awards 2022.



“We have a positive culture built through trust, transparency and quality relationships where all staff, students and parents feel valued.”

Natalie Hatton
Principal, Joondalup Education Support Centre
WA Primary School of the Year 2021

Get your community involved

From small moments in the classroom to the significant role schools play in family life, there are so many stories of local public school excellence just waiting to be shared.

Parents, students and community members can't nominate, but they can rally around their school and tell them how incredible they are.

With Award Applause, parents, students and community members can send a message to their school to tell them why they think they're incredible, share stories of their school's excellence and encourage them to nominate.

Award Applause is open at education.wa.edu.au/awards until 1 August 2022.

Award categories

This year, there are 3 whole-of-school award categories:

Excellence in School Leadership Award

This award celebrates schools and teams taking an inclusive approach to leadership where shared responsibility and a focus on collective impact rather than individual achievement is encouraged.

This award recognises schools that create and sustain the conditions for all students to achieve and progress. It acknowledges that collective leadership can happen at all levels.

Excellence in Teaching and Learning Award (Primary)

This award acknowledges primary schools that demonstrate excellence in teaching and learning. It recognises schools that create an environment in which students are positively impacted through excellent learning and teaching.

Schools being nominated for this award should demonstrate collaboration, inclusion and show innovative ways to enhance student achievement and progress.

Excellence in Teaching and Learning Award (Secondary)

This award acknowledges secondary schools that demonstrate excellence in teaching and learning. It recognises schools that foster an environment in which all students are positively impacted through excellent learning and teaching.

Schools being nominated for this award should demonstrate collaboration, inclusion and show innovative ways to enhance student achievement and progress.

“We encourage students to make the most of all opportunities, find a passion, care for others and apply themselves in everything they do.”

Kylie Bottcher
Principal, Ashdale Secondary College
WA Secondary School of the Year 2021



Prizes

Each winning school will receive:

- \$10,000 to go towards a school project or initiative
- an award plaque
- a winner's canvas to display at the school.

Key dates

Nominations open	Monday 18 July 2022
Deadline for accessing nomination writing support	Monday 1 August 2022
Nominations close	Monday 15 August 2022
Finalists announced	Tuesday 20 September 2022
Winners announced at presentation event	mid-November 2022

Who can submit a nomination?

Public school staff (including principals), school council and board chairs and P&C presidents can nominate their own school for an award. Nominations can also be submitted for schools by a Department of Education system leader. This includes collegiate principals, directors of education, public school review directors, principal professional review teams and central services directors.

The principal must endorse the nomination before it is submitted.



“As educators, we have an enormous responsibility to help develop our next generation of young adults and bestowed upon us is this greatest privilege of leading.”

Mitchell Mackay
WA Secondary Principal of the Year 2021

Who is eligible to be nominated?

All Western Australian public schools are eligible to be nominated, including early childhood, education support and special educational needs.

All previous whole-school nominees, finalists and winners of the WA Education Awards are eligible to be nominated in 2022.

Schools can be nominated in more than one category (Excellence in School Leadership and either Primary or Secondary Excellence in Teaching and Learning). K-12, remote community and district high schools can choose either primary or secondary category which best suits the context of their school and nomination.

How to nominate

Follow the step-by-step guide to prepare and submit your nomination.

1. Choose the award category

Select the category that best fits your school and your achievements to make your nomination shine. Do you have an inspiring story of leadership to tell? Is your whole school achieving great heights?

The school principal, leadership team, staff and broader school community should be informed and supportive of a nomination. The best nominations are a team effort.

2. Read the terms and conditions

Read the terms and conditions at the end of this guide for important information on eligibility, endorsement and other requirements.

3. Write the nomination

Your written statement needs to demonstrate your school's achievements in

the context of the award category. Find out more about writing your nomination later in this guide.

You must use the written statement template to write your nomination. Download the template at education.wa.edu.au/awards.

4. Get endorsement

Once your nomination is complete, it must be endorsed by the principal. The nominator and the principal must sign the endorsement template available at education.wa.edu.au/awards. If the principal is also the nominator, they only need to sign it once.

5. Gather your documents and photos

When you submit your nomination, you will need:

- the completed written statement using the nomination template
- the signed nomination endorsement.

You must also submit five photos of the school. These don't form part of the judges' assessments but are required to submit your nomination. Where possible your photos should relate to the achievements outlined in your nomination and:

- be a mix of posed and action shots
- include staff and students, not focussed on facilities
- be at least 3MB each
- be in an image file format, such as JPEG (do not include photos in a Word document)
- have all relevant photo permissions.

All files must be named clearly and include the name of your school.

6. Submit the nomination online

Complete the nomination form online at education.wa.edu.au/awards. This is the final step in preparing your nomination.

You need to complete the form in one go, so make sure you have all your finished documents ready to upload.

The form is only accessible by Department staff, so if the nominator is a council/board chair or P&C president, a school staff member can submit the form on their behalf.

Nominations close 5:00 pm, Monday 15 August 2022. Please allow yourself plenty of time to complete the online nomination form as late submissions can't be accepted.

Still need help?

If you have any questions about the process or need help, please email waeducationawards@education.wa.edu.au.

Write your nomination

For award nominations, all 6 of the public school review standard domains must be addressed:

- relationship and partnerships

- learning environment
- leadership
- use of resources
- teaching quality
- student achievement and progress.

Your written statement needs to demonstrate the school's achievements and claims against the 6 domains, supported with examples and evidence.

Whilst all the domains and their specific foci are important, schools may determine that at a point in time, a greater focus is required on some over others.

When addressing the domains, you must also reflect on:

- student achievement, both progress and performance
- inclusive cultures
- engagement with community
- impact for Aboriginal students (if no Aboriginal students attend the school, then understanding Aboriginal cultures and languages).

As well as the Public School Review Standard, nominators may also refer to other resources, such as the:

- School Improvement and Accountability Framework
- Aboriginal Cultural Standards Framework.

These documents, and the Public School Review Standard, are available at education.wa.edu.au/awards.

The written statement must be no more than 3 pages and use size 11pt Arial font. No other attachments or supporting documents are permitted.

Use your limited space wisely. If you decide to insert an image, it will quickly use up valuable space to tell your story. Use them sparingly, if at all.

Support for nominators

Nomination support service

Free review and feedback on your draft nomination is available from an independent writing consultant to all nominators.

Find out more about the nomination support service at education.wa.edu.au/awards.

Requests for support will close at 5:00 pm, Monday 1 August 2022.

To let us help as many nominators as possible, nominations can only be reviewed once, and further feedback can't be provided.

Shortlisting and judging

Selection of finalists

When nominations close, a shortlisting panel of senior Department staff will assess each nomination and select 3 finalists for each category.

All finalists will be subject to further endorsement by Corporate Executive and Standards and Integrity.

Finalists will be announced in mid-September.

Selection of winners

After finalists are announced, 3 separate judging panels will convene, consisting of high-profile Western Australians from a variety of professions with knowledge and links to education.

Finalists will be asked to present to the judging panel and participate in an interview via video conference in October. The judges will consider each finalist's nomination, presentation and interview to select a winner.

This year, no on-site visits will be required.

Awards presentation event

The winners will be announced at a presentation event in mid-November. Representatives from all 9 finalist schools will be invited to attend.

Ambassador role

Winning and finalist schools and their staff are recognised as ambassadors for the WA education sector and are at times called upon to participate in forums and speak at events. Activities following the awards may include but are not limited to:

- photo and video shoots promoting your achievements
- media opportunities (speaking with local media outlets)
- presenting at education forums and events
- judging for your award category in future years.

Terms and conditions

Definitions

In these terms and conditions:

- a. 'Department' means the Department of Education Western Australia
- b. 'school' and 'public school' mean a government school established under s. 55 of the School Education Act 1999 (WA)
- c. 'staff' means an employee of the Department of Education Western Australia
- d. 'website' means the Department of Education public website available at education.wa.edu.au, and the pages and information within.

Nominations

1. By submitting a nomination, the nominator and the endorsing principal of the nominated school agree to abide by these terms and conditions, and that a breach of may result in exclusion or disqualification at the determination of the Department.
2. Nominations by the following people may only be submitted for their own school:
 - a. public school staff
 - b. school council and board chairs
 - c. parent and citizens' association presidents.
3. Nominations by directors of education may be submitted for a school in their region.
4. Nominations by staff in the following positions, and not mentioned above, may be submitted for any school:
 - a. central services director and above
 - b. collegiate principal
6. All persons otherwise are not eligible to submit a nomination, including but not

limited to students, parents, third-party providers and community members.

7. Nominations must be submitted using the online submission form on the website before 5:00 pm Monday 15 August 2022.
8. The written statement must use the template provided on the website.
9. The written statement must be no more than 3 single sided A4 pages and use size 11pt Arial font.
10. All sections of the nomination must be completed, and all requested attachments provided.
11. By entering the awards, the nominator confirms that the school:
 - a. is responsible for maintaining parent/ carer permission to publish student images
 - b. has recorded such permission for students featured in photos they submit
 - c. will inform the Department of changes to provided permission.
12. By entering the awards, the nominator and principal agree for their school photographs, profiles and other information to be used for promotional purposes by the Department of Education and Government of Western Australia.

Nomination endorsement

13. Nominations must be endorsed by the principal.

Eligibility

14. All Western Australian public schools are eligible to be nominated, including early childhood, education support and special educational needs.
15. Schools can be nominated in more than one category (Excellence in School

Leadership and either Primary or Secondary Excellence in Teaching and Learning).

16. Individuals are not eligible to be nominated.
17. Previous whole-school winners, finalists and nominees of the WA Education Awards are eligible for nomination.
18. Nominations must be for a single school. Dual, joint or co-nominations will not be accepted.

Judging

19. Nominated and finalist schools may be subject to further endorsement by Corporate Executive and Standards and Integrity. The Department reserves the right to not proceed with, deem ineligible, exclude or disqualify a nomination where Standards and Integrity or other unresolved matters with the Department or other agencies are identified.
20. Shortlisting and judging panel members will not assess nominations over the specified page limits.
21. All nominated schools agree to abide by the decisions of the shortlisting and judging panels. No appeals will be considered, nor correspondence or feedback provided.

Finalists and winners

22. Principals of finalist schools are required to attend a 40-minute video conference with the judging panel, accompanied by one other school representative of their choice, at a date and time determined by the Department.
23. During the video conference, finalists must give a 20-minute presentation to the judging panel then participate in a 20-minute interview. Presentations should include visual aids such as a PowerPoint presentation.
24. While efforts will be made to provide support, the principal is responsible for ensuring their technological capacity to participate in the video conference and share their presentation, including compatible devices and bandwidth. Finalists will be provided the opportunity

to test their equipment prior to the conference.

25. Winners will be announced at a presentation event in Term 4. Finalists must attend this event to remain eligible, unless in extraordinary circumstances at the discretion of the Department.
26. Where a finalist school is located outside the Perth metropolitan area, travel and accommodation for one night will be provided for 2 staff members to travel to Perth for the presentation event in accordance with travelling allowance provisions of the relevant industrial award. Travel and accommodation expenses will not be provided for additional staff or guests.
27. Finalist and winner schools are required to participate in promotional and media activities for the awards program. Principals must make all reasonable efforts to engage their staff, school and community in promotional activities as required.
28. Winning schools may be requested to present to Corporate Executive or other groups to share their story about the awards and how their win provided benefits to the school.

Prize money expenditure

29. Winning schools must allocate their prize money to a school project or program, professional development for staff, student resources or other suitable activities.
30. All prize money must be spent within the following calendar year.
31. Winning schools will be required to obtain expenditure approval from the Department using a provided form to detail the proposed expenditure of the prize money and outline the aims and expected outcomes of the expenditure.
32. Winning schools are required to submit a report detailing the outcomes of their expenditure within one month of completing it.

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