

DIANA
PRINCESS OF WALES
memorial
award
FOR
young people

Recognising what
YOUNG PEOPLE
can do

guidance notes and nomination form

education **extra** achievements Ltd



The Diana, Princess of Wales Memorial Award for Young People is inclusive. We seek to give the Award to as many young people as possible. All schools and colleges in the UK with pupils in the 12-18 age group can nominate a pupil, or group of pupils, for the Award.



Criteria

The Award enables schools and colleges to nominate a pupil or small group of pupils (maximum 6) who have made an outstanding contribution to the school or the community by:

- * improving the life of others, especially the more vulnerable in society
- * enhancing the school or community in which the young person or people live
- * showing exemplary personal progress in overcoming adverse circumstances. This should include an element of helping or inspiring others.

The nominations can only be made through schools and colleges. Refer to the **case studies** inside for an indication of the kinds of activity the Award recognises.

Each school can nominate once in every academic year. All pupils nominated who meet the criteria will receive a Diana Award and become an Award Holder.

The Diana, Princess of Wales Memorial Award for Young People considers every nomination and is responsible for the final decision on making the Award.



What Form Does the Award Take?

Award Holders will receive a certificate signed by the Chancellor of the Exchequer and the Secretary of State for Education. The school will also receive a certificate to mark its involvement.

All Award Holders and schools receive a termly newsletter and have the chance to contact other Award Holders and young people's organisations which are partners of the Diana Award.

Certificates and newsletters will be issued before the end of each term. The deadlines for nominations in the academic year 2001/2 are: 16th November 2001; 1st March 2002; and 14th June 2002.

What are the Benefits of Joining the Award?

We hope that joining the Diana Award will:

- * provide a new way for your school to celebrate and recognise the outstanding personal achievements of your pupils
- * enable your school to find out more about what pupils are doing for others
- * encourage other young people to take part in activities that benefit their school and community
- * give a practical meaning and profile to citizenship.



What Do I Do Next?

1. GATHER A NOMINATIONS GROUP TOGETHER

This group will choose which pupil(s) to nominate for an Award. The group should:

- * have four or five members
- * include pupil representation whenever possible (i.e. a member of the school council)
- * involve, where appropriate, people from the community as well as the school (i.e. faith organisations).

2. ENCOURAGE NOMINATIONS

The nominations group should both use their own knowledge of those who would qualify for an Award, and consult with others in the schools. You could ask:

- * pupils themselves - publicise the Award by putting posters round the schools
- * your school council
- * teachers
- * governors
- * parents
- * community groups (faith organisations/ local charities/ local businesses - whoever you feel is appropriate).

guidance notes

3. CHOOSING YOUR AWARD HOLDER

The nominations group should consider:

- * the duration of the activity
- * the impact of the activity and the personal commitment involved
- * the age and personal/social circumstances of the pupil(s).

If an Award is made to a group it may contain no more than six members who must all be taking part in the same activity.

Nominations should not be made as an incentive or encouragement to pupils to improve or sustain behaviour.

When completed, return the attached nomination form to us with any supporting literature. The form should be signed by the Headteacher or Deputy Headteacher. We will inform you in writing whether your nomination has been approved or not. We suggest that you only tell your pupil(s) of their nomination once approval has been confirmed.

4. RECEIVING THE AWARD

When you have received the Award:

- * consider ways in which you could celebrate the achievements of your Award Holder(s).

We will mail all certificates and newsletters to schools by the end of each term.

case studies

Ysgol Bryn Alyn, WREXHAM

Paul Rogers and James Wharton are peer counsellors, regularly giving up their lunch breaks to work with and support pupils who are being bullied. They also support staff by helping to organise and check playground rotas to ensure someone is always on duty during the lunch hour, and writing reports on incidents witnessed on the school buses. Paul works hard to advertise the counsellors' work by producing handouts and posters on his home computer to display around the school grounds.



NOMINATION FORM 2001-2002 deadlines – 16th November 2001, 1st March 2002, 14th June 2002

PLEASE COMPLETE THIS FORM IN BLOCK CAPITALS



SCHOOL NAME	
SCHOOL TYPE: MAINTAINED <input type="checkbox"/> INDEPENDENT <input type="checkbox"/>	
SCHOOL ADDRESS	
POSTCODE	
TELEPHONE	FACSIMILE
E-MAIL	LEA/LA/ELB

NAME OF NOMINEE(S) (Maximum 6 pupils per group. All pupils must be engaged in the same activity). Please spell names as required for the certificate(s)

1	AGE	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>
2	AGE	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>
3	AGE	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>
4	AGE	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>
5	AGE	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>
6	AGE	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>

1. PLEASE DESCRIBE THE ACTIVITY OR PERSONAL DEVELOPMENT OF THE YOUNG PERSON(S).

The achievements identified here should explain how the nominee(s) has contributed to the life of the school or the community, or their personal development. You may wish to include anecdotal or written evidence from those who have benefited from the activities

2. WHAT, IN THE OPINION OF THE COMMITTEE, MAKES THIS ACHIEVEMENT OUTSTANDING? Outstanding achievements are those that exceed what would normally be expected of someone of the nominee's age or similar personal or social circumstances

3. WHERE DID THE IDEA FOR THE ACTIVITY COME FROM AND WHAT SUPPORT HAS THE NOMINEE(S) RECEIVED? We would normally expect the impetus for the activity to have come from the nominee(s), but some adult support is acceptable

4. DURATION OF THE ACTIVITY/ ACHIEVEMENT? We are looking for evidence of sustained effort rather than one-off activities

5. HOW DID YOU FIND OUT ABOUT THE ACHIEVEMENT? We would like to know for example, who nominated the young person – peers, community organisations, teachers etc

NOMINATIONS GROUP (MIN. 4 MEMBERS): please give the Chair's details first. The Chair of the Group will be the point of contact for all correspondence.

NAME	POSITION
ORGANISATION	
1	
2	
3	
4	
5	

SIGNED: _____ **HEADTEACHER/DEPUTY HEADTEACHER**
DATE _____

Chair

Completed forms should be returned to: Nominations, Diana, Princess of Wales Memorial Award for Young People, Education Extra Achievements, 17 Old Ford Road, London E2 9PL by either 16th November 2001, 1st March 2002 or 14th June 2002.

CERTIFICATES AND CELEBRATIONS We will send a certificate for your Award-holder and your school by the end of term.

Education Extra can support your school's out-of-school-hours learning provision. Please tick here if you do not wish to receive information about our work. ☐

case studies

Bushey Meads School, WATFORD

Shaz Hossain started a school wheelchair football team to create a team sport that all students with disabilities could participate in and enjoy. He now wants to promote wheelchair football across the UK, so others can benefit from the excitement and team spirit that the sport has given him. He has created a website – www.geocities.com/wheelchairfootball/ – and is working with Watford Football Club to make this into a national sport. Shaz's teachers say that his enthusiasm and 'never say never' attitude has had a profound effect on the lives of other physically impaired students.



case studies

Gomersal CE Middle School, KIRKLEES

Over the last three years, Sarah Heaton, Louisa Kilburn, Laura Brook and Samantha Wells have run a recycling company at their school. They encourage local people to bring them recyclable items to be sorted and sent on to other organisations. They also collect pencils, soap, t-shirts, clothes and blankets for their link school in Tanzania. The students aim to get people to understand that waste management and recycling is a good thing. They have helped to produce a CD-Rom 'Waste Box' and recently took part in a 'Green' event at Manchester Metropolitan University.



NOMINATION FORM

Nominations for an Award should be submitted on this form and signed by the Chair of the Nominations Group.

Please include any further information you feel is necessary, making sure it is clearly marked.

If you have any questions,
please call us on 020 8709 9935.

Completed forms should be returned to:

NOMINATIONS

Diana, Princess of Wales Memorial Award
for Young People
Education Extra Achievements
17 Old Ford Road, London E2 9PL

"This scheme is part of the official commemoration of Diana, Princess of Wales planned by the Government-chaired Memorial Committee. It is separate from the work of the Diana, Princess of Wales Memorial Fund, which exists to support charitable causes. Details of the work of the Memorial Fund can be obtained by contacting the Fund on 020 7902 5500.

**Diana, Princess of Wales Memorial Award
for Young People**
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Website: www.educationextra.org.uk

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