

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**
17 Old Ford Road, London E2 9PL
Telephone: 020 8709 9935
Facsimile: 020 8709 9938
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Website: www.educationextra.org.uk

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achievements ltd

registered in England and Wales
number 03742803



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 want to give the Award to as many young people as possible. All nominees who meet the criteria will receive an Award.

With you, we celebrate the finest young people in the country.



Criteria

Schools and colleges can nominate a pupil, or small group of pupils (maximum 6), aged 12-18 who have made an outstanding contribution to their school or community by:

- * improving the life of others
- * enhancing their school or community
- * showing outstanding qualities in overcoming adverse circumstances. (This should include an element of helping or inspiring others.)

Each school can nominate once in every academic year. All pupils nominated who meet one or more of the above criteria will receive an Award.

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.

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



What Form Does the Award Take?

Each Award Holder will receive a certificate. The school will also receive a certificate to mark its involvement.

All Award Holders and schools also receive a termly newsletter and the chance to take part in any Award activities.

Certificates and newsletters will be issued before the end of each term. The deadlines for nominations in the academic year 2002/3 are: 15 November 2002; 14 March 2003; and 20 June 2003.

What Are the Benefits of Nominating for the Award?

Nominating for the Diana Award will:

- * enable your school to celebrate pupils' wonderful achievements
- * encourage other young people to take part in similar activities
- * give practical meaning and profile to citizenship.



What Do I Do Next?

1. FORM A NOMINATIONS GROUP

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

- * have four or five members from different parts of the school community
- * include pupil representation whenever possible (e.g. a member of the school council).

The Nominations Group should consult as widely as possible to choose a student or group of students.

2. CHOOSE YOUR AWARD HOLDER(S)

The group should look at:

- * how long the activity has lasted
- * the impact of the activity
- * the age and personal/social circumstances of the pupil(s) and their personal commitment.

Remember you cannot put forward more than six students in a group and that they 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.

The Headteacher or Deputy Headteacher should sign the nomination form. Once we receive it, we will inform you in writing whether your nomination has been approved or not. We suggest you only tell your pupil(s) of their nomination once approval has been confirmed.

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

Pontarddulais Comprehensive School, SWANSEA

Anne Marie Jones, Tara Davies and Shaun Jarret have transformed the journey to school for the 300 pupils who rely on school buses to travel to and from the surrounding villages. They set up a system to improve behaviour on the buses as children were regularly bullied, and the bus companies complained about pupils who smoked, swore and refused to sit down. In consultation with other pupils they agreed a new code of conduct. They raised £1,200 to produce bus passes with photo ID and initiated a monitoring system. Breaking a rule on the bus warrants cutting one corner off the pass, and if all four corners are cut off, the pupil is banned from using the bus. Thanks to the outstanding efforts of Anne Marie, Tara and Shaun, the journey to and from school is much safer and more pleasant. Since the scheme began not one pass has been clipped.



Acland Burghley School, LB OF CAMDEN

Danny Stanton is quadriplegic and only able to communicate with facial movements (raising his eyes) or via a 'lightwriter' – a small computer with a keyboard, which Danny activates with his head pointer. Danny is the first pupil at Acland Burghley with complex physical problems. He was nominated for the Diana Award for his personal progress against the odds and for inspiring others – he is a gifted poet.

Danny's friends are also exceptional students. Liam Dolan, Kiyonori Matsui, Lee Hudson, Ronnie Brown and Hamid Tahri congregate in Danny's room during break and lunch times to socialise, play games or just read. They are outstanding because they understand his needs and are able to communicate with him without assistance. They were nominated in recognition of their supportive, caring and loyal friendships.

Moat Community College, LEICESTER

Qasim Azam, Zibya Mussa, Anjna Gohil, Sunita Bhatti, Mariyam Haji and Mariyah Kazi set up a peer counselling scheme to help pupils who are being bullied, are unhappy, or don't have anyone to talk to. They sacrificed many lunchtimes to offer support and counselling, attend training, and promote their service to other students. In particular they help the many students who have fled their countries because of war or natural disasters – e.g. Kosovans, Somalis and Montserratians – and find it hard to settle into a new school environment.

'It is extremely important for young people to help other young people and reduce bullying, because a child comes to school, just like us, to learn. If someone is bullying them then they will not feel like coming to school.'



Ethnic Origin Information

Please indicate the ethnic origin of your nominee(s). This will help us to monitor the UK representation of ethnic groups. (Please tick box)

	PUPIL(S)					
	1	2	3	4	5	6
White	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Black Caribbean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Black African	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Black other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pakistani	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bangladeshi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chinese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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.

Completed forms should be returned to:

NOMINATIONS

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

NOMINATION FORM

PLEASE COMPLETE THIS FORM IN BLOCK CAPITALS

2002 - 2003 deadlines – 15 November 2002, 14 March 2003, 20 June 2003

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



SCHOOL NAME

SCHOOL TYPE: MAINTAINED ☐ INDEPENDENT ☐

SCHOOL ADDRESS

POSTCODE

TELEPHONE

FAX

EMAIL

LEA/EA/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. DESCRIBE THE ACTIVITY OR PERSONAL DEVELOPMENT OF THE YOUNG PERSON(S) AND WHAT THEY HAVE ACHIEVED.

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

2. WHAT 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 told you about the young person's achievements – 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: Chair

HEADTEACHER/DEPUTY HEADTEACHER

DATE

Completed forms should be returned to: Nominations, Diana, Princess of Wales Memorial Award for Young People, 17 Old Ford Road, London E2 9PL by either 15 November 2002, 14 March 2003 or 20 June 2003.

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. ☐