

Youth Reward and Recognition Policy

Policy Owner:	Communications and Events
Contact Person	Manager Communications and Events
Date of Approval:	21 August 2012 – CS05-08/12

POLICY OBJECTIVE

The purpose of this policy is to provide for the recognition, reward and celebration of young members in the community for their dedication and commitment to their school, their local community and for their commitment to paving the way for their future.

POLICY STATEMENT

The City of Wanneroo annually recognises individuals who have made a significant contribution to their school and local community and who are achieving well academically. This is done through the following two programs:

City of Wanneroo Student Citizenship Award

Presented to a male and female student in Year 7 (or the final year of primary school) and Year 12 (or the final year of secondary school) in all schools, who has demonstrated an interest and participation in the school and community affairs and has strived for personal development.

City of Wanneroo Student Scholarship Award

Presented to three individuals in Years 9, 10 or 11 in Government High Schools, as a retention incentive who have demonstrated outstanding levels of academic achievement or citizenship and are at financial or social disadvantage, which may limit their educational opportunities.

SCOPE

Award recipients for both programs must meet the following eligibility criteria:

- A resident of the City of Wanneroo.
- Attending a City of Wanneroo school.
- Under the age of 18.
- Has not received the same award previously.

Promotion of Recipients

Recipients of the Student Citizenship Awards and Student Scholarships are requested to participate in publicity and promotions. This can only be done through appropriate permissions received by the parent/guardian of the recipients. This permission will be included as a section on the relevant nomination forms.

If permission is not granted for participation in publicity and promotion, this will not impede a nomination in any way.

Awards are presented at the school's graduation ceremony or end of year assembly (whichever is applicable) and recipients of this award receive a framed certificate and an engraved medallion. Recipients of this award are automatically nominated for the City of Wanneroo Australia Day Youth Award.

BACKGROUND

Nominations are invited via advertising and promotion to all schools within the City of Wanneroo commencing in the last week of July, continuing until the first week of September. Schools are asked to nominate one male and one female student on the official nomination form by the final closing date.

The nominated students should be those that:

- Have made a significant positive contribution to the local community.
- Possess leadership qualities.
- Are an active member of the local community.
- Have a commitment to enhancing their local community.

If a school does not have a deserving male and female student that they would like to nominate to receive this prestigious award, they may choose to nominate two students of the same sex, or just one deserving student.

CONSULTATION WITH STAKEHOLDERS

Key stakeholders for this policy are identified below:

Internal: Grants Officer, Coordinator Program , Communications and Events, Youth Development Officers, Office of the Mayor, Director Community Development.

External: All schools within the City of Wanneroo.

IMPLICATIONS (Financial, Human Resources)

Recipients of the City of Wanneroo Student Scholarship will receive a framed certificate and a scholarship to the value of \$400.00. This financial support will be held and managed by the school and used for payments associated with fees, textbooks, excursions and other study related requirements.

These costs are included as part of the Communications and Events annual budget.

IMPLEMENTATION

Nominations are invited via advertising and promotion within the government secondary schools in the City of Wanneroo. Students nominate themselves using the official application form, for a Student Scholarship to support them in their studies for the following year. These nominations are to be received by the school by the designated closing date then forwarded on to the coordinator of the program at the City of Wanneroo with appropriate comments and

recommendations from the staff of the school. Teachers will be encouraged to support students in the application process and promote the opportunity to relevant students. Nominations can be received by students in Year 9, Year 10 or Year 11 for a scholarship to support the costs of their studies in the following school year in the following categories:

- Outstanding academic achievement (TEE stream).
- Outstanding academic achievement (non TEE stream).
- Encouragement.

Eligibility Criteria

As well as the general criteria applicable to both programs, the Student Scholarship has further eligibility criteria that must also be met as follows:

- Students who are in receipt of any other scholarships over the amount of \$200.00 will not be eligible to receive the Student Scholarship from the City of Wanneroo.
- Students must be attending a government secondary school in the year that the scholarship is awarded.
- Students or their parent/guardian must be holders of a Centrelink Concession Card (Health Care Card, Pension Concession Card, Veteran's Benefit Card).

Going to a different government secondary school in the City of Wanneroo does not prevent a student from applying for a scholarship, however it must be stated which school the student will be attending.

ROLES AND RESPONSIBILITIES

Applicants for the City of Wanneroo Student Scholarship will be assessed by a panel according to the following:

- Categories of Academic Achievement in both TEE and non TEE.
- Demonstrated financial need.
- Demonstrated academic achievement.
- Demonstrated commitment to enhancing the school environment.

Category of Encouragement –

- Demonstrated financial need.
- Demonstrated active participation within the school.
- Demonstrated commitment to enhancing the school environment.

Each school will have one successful recipient in each category. However if there are no successful recipients in a particular category within a school, more than one recipient may be successful in another category at the discretion of the assessment panel.

The assessment panel will comprise of:

- Mayor, City of Wanneroo (or nominated representative).
- Director, Community Development (or nominated representative).
- Director, Corporate Strategy and Performance (or nominated representative).
- Coordinator of the Student Scholarship program.

- Coordinator Program Services.

WHO NEEDS TO KNOW ABOUT THIS POLICY?

Mayor, Director Community Development, Manager Communications and Events, Manager Community Programs and Services, Coordinator Community Programs, Grants Officer and Youth Services Officer.

EVALUATION AND REVIEW PROVISIONS

The following key performance indicators will be used to evaluate the policy:

- The number of nominations received for the two programs.

DEFINITIONS

There are no definitions for this policy

REFERENCES

Australia Day Awards Policy

RESPONSIBILITY FOR IMPLEMENTATION

Manager Communications and Events

Versions	Next Review	Record No.
June 2006		
June 2008		
May 2010 – CS05-05/10	March 2012	P/Docs: 888654 TRIM: 10/935
CS05-08/12	August 2014	TRIM: 12/88557