


Administrative Procedures 375	
Student Awards	
	Adopted: June 28, 2011 Amended: August 14, 2012
	External References:

Background

The Division sanctions awards for students that are initiated by a variety of organizations and individuals within the school's community, including but not limited to the Board, the School Community Council, parent groups, school staff, Students' Council, service clubs, or interested individuals.

These awards require the continuing consent of the Principal.

Procedures

1. Prior to agreeing to establish a new award, the Principal is to receive a written proposal from the donor outlining:
 - 1.1 The name of the award.
 - 1.2 The type of award (e.g. certificate, trophy, or specific dollar amount).
 - 1.3 The name of the donor.
 - 1.4 The purpose of the award.
 - 1.5 The terms and duration of the award.
 - 1.6 The specific criteria for selection of recipients.
 - 1.7 The individual(s) who will determine recipients.
 - 1.8 When and by whom the award will be presented.
 - 1.9 Provisions for additional costs such as engraving or printing.
2. The Principal is to consult with the School Community Council, staff, Students' Council and the Director of Education when appropriate, prior to making a decision to accept any proposed award.
3. Administrative Procedures 525 Advertising, Corporate Sponsorship and Partnerships shall help guide the decision process.