Nomination Guidelines
2024 Teacher of the Year

Community Language Schools SA

Award Categories
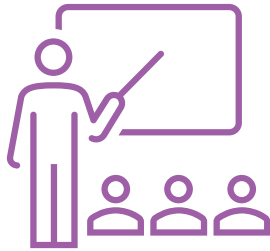
LANGUAGE PROGRAM

An outstanding teacher who has implemented a program curricula, resources or materials that motivate and inspires students to learn language.

CULTURAL PROGRAM

An outstanding teacher who has implemented a cultural program which applies language learning through creative means, e.g. art, music, exhibitions.

SCHOOL LEADER

An outstanding school leader who has led the way for improvements in processes, systems or community relations that has improved the CLS's economic sustainability and overall success.

APPLICATIONS CLOSE: Sunday 10th November at 5pm

Complete the Nomination Endorsement form and submit with Nomination Submission via SurveyMonkey before the due date.

Nomination Guidelines

LANGUAGE PROGRAM TEACHER AWARD

- A CLS teacher who:
  - Teaches and supports students in a way that motivates and inspires students to engage in language learning, or,
  - Has developed new curricula, resources or materials that meet a common learning need for language students at that CLS, or,
  - Has developed effective assessment and reporting approaches to improve student learning.

CULTURAL PROGRAM TEACHER AWARD

- A CLS teacher who:
  - Has developed or implemented a cultural program at your CLS which applies language learning in creative ways.
  - This could include (but is not limited to) applying language through music, art, drama, theatre, dance, poetry, community events, sporting activities, exhibitions, camps, or cooking.

SCHOOL LEADER AWARD

- A school governing or management committee member, Principal or School Administrator who:
  - Developed or maintained important community or cultural connections, e.g. host school, local businesses, sponsors or collaborative organisations, or,
  - Developed or implemented administrative processes or systems that improve teacher/parent/student experience, or,
  - Implemented strategies that have improved the economic sustainability of the CLS.

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Eligible Nominees

Nominees must meet the following criteria according to the award they are being nominated for. If they do not, the nomination will not be considered.

e.g. a nominee for the Cultural Program Teacher Award must satisfy the "All Awards" criteria and the "Cultural Program Teacher Award" criteria.

ALL AWARDS

- Be registered on CLSSA's Membes system.
- Must meet all Child Safe compliance requirements – e.g. Current Child Safe Environments certificate, Working With Children Check.

LANGUAGE PROGRAM TEACHER AWARD

- Have completed all requirements of the CLSSA Foundation Course.
- Be actively teaching at the nominating CLS at the time of nomination.
- Have been implementing the nominated Language or Cultural program at the CLS for at least 2 school terms (not including content development time) between April 2023 and October 2024.

CULTURAL PROGRAM TEACHER AWARD

- Have completed all requirements of the CLSSA Foundation Course.
- Be actively teaching at the nominating CLS at the time of nomination.
- Have been implementing the nominated Language or Cultural program at the CLS for at least 2 school terms (not including content development time) between April 2023 and October 2024.

SCHOOL LEADER AWARD

- Have served as a school governing or management committee member, principal, school administrator or a combination of these roles, for at least 4 consecutive school terms between April 2023 and October 2024.

Nomination Application Details

Judging is based on the achievements of the nominees over the last 18 months – between the dates between April 2023 and October 2024.

Each Community Language School (CLS) can nominate one person per category.

The nominations must be endorsed by two members of the CLS leadership team, e.g. Principal, School Administrator, school management committee member or school governing committee member. This endorsement can be given by signing the Nomination Endorsement form.

![Community Language Schools SA logo]

Nomination Application Evidence

Each nomination must include supporting evidence that shows the positive impact the nominee has made on the CLS community and/or student learning experience.

ALL AWARDS

- A maximum of 500 written words describing the nominee's achievements in relation to the category.
- Additional supporting examples may include up to 2 of the following:
  - A video (YouTube link)
  - A website or URL
  - Publications, articles, or other relevant media
  - Curricula, teaching resources or assessments

LANGUAGE PROGRAM TEACHER AWARD

- Evidence must show how the program has:
  - Positively impacted student engagement, learning or overall student experience.
  - Gained recognition from the CLS, CLSSA or broader community.
  - Shown creativity, imagination or innovation, irrespective of whether the approach involves traditional earning environments or technology based environments.
  - Drawn on evidence-based teaching strategies and scholarly literature to inform the development of the program.
  - Been implemented for two terms or more – this cannot include the time taken to develop the curriculum. E.g. if curriculum was developed in term 2, the program must be implemented in term 3 and 4 to be eligible for this award.

CULTURAL PROGRAM TEACHER AWARD

- Evidence must follow the same criteria as for the Language Program Teacher Award.

SCHOOL LEADER AWARD

- How the individual has positively impacted the ability of the CLS to continue providing a language learning service through the provision of extra curricula activities, connections with other organisations or other activities that otherwise make the organisation financially viable.
  - Gained recognition from the CLS, CLSSA or broader community.
  - Shown creativity, imagination and innovation in their approach to community development.
  - Has maintained a CLS leadership role for at least 4 consecutive school terms – this may be as a school governing or management committee member, Principal or School Administrator.

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Frequently Asked Questions

Can I nominate myself?
Yes! However, you will still need the supporting signature of two members of your CLS leadership team – this cannot include your signature.

Can I submit more than one nomination?
You can make ONE nomination per category – one person for the Cultural Program award, one person for the Language Program award and one for the School Leader award. This can be three different people or all the same.

Can I nominate someone from a different Community Language School?
No. You must nominate someone from your own Community Language School. If you think someone from another school deserves an award, get in touch with the school and encourage them to nominate the individual.

Can I nominate a parent or classroom assistant for an Exemplary Program Teacher award?
All nominees for the Exemplary Program Teacher awards must be actively teaching at a CLS. They must have completed CLSSA's Foundation Course, have an active not-prohibited Working With Children Check and Child Safe Environments training. They must be recorded on CLSSA's Membes system.

Can I nominate someone who volunteered with us last year but not this year?
No. Your nominee must be actively involved with your CLS.

I nominated someone for the Cultural or Language Program award last year. Can I nominate them again this year?
Yes. However, all nominations must include current information and be based on the nominee's achievements of the last 18 months.

Can I nominate someone that has passed away?
Yes, however, the nomination must be based on the nominee's achievements of the last 18 months.

Do I need to provide evidence for the nomination?
Yes. It is highly recommended that you provide at least the 500 word supporting statement. This statement and any other supporting examples will be provided to the judging panel. They will use this evidence to determine the winners of each category.

You do not have to provide supporting examples, however, relevant examples do help the judging panel to make a more informed decision.

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