

RECOMMENDED PRINCIPAL GUIDELINES FOR SELECTING YOUR STUDENT OF THE YEAR NOMINEE

Each private, independent and public school in New Providence, Grand Bahama and the Family Islands is invited to participate in the 26th Annual Bahamas Primary School Student of the Year Awards Program which will be held in May 2022.

For the purpose of selecting the student who best represents the respective school, Principals will be encouraged to appoint a Student of the Year committee for the purpose of **identifying one (1) student** to be identified as the school's Student of the Year Nominee.

The nominee should be chosen by a process utilizing faculty input, school selection committee evaluation and The Bahamas Primary School Student of the Year guidelines and procedures for the Awards Program. The process is intended to recognize a student who satisfies the requirements of the National program and exemplifies qualities that make the student a positive representative for his or her school.

Nomination

Principals will ask school administrators and faculty members to nominate in writing a sixth-grade student for the honor of school Student of the Year. Schools are encouraged to have a process to select from among the BEST and BRIGHTEST students in the sixth grade for the honour of 2022 Bahamas Primary School Student of the Year.

Nominations should be based on:

- outstanding academic record;
- commitment which goes beyond the call of duty and firm character;
- being sociable and well behaved on campus and in life;
- campus, community and civic activities;
- church or sporting activities;
- awards, honours and recognitions; and
- service/citizenship.

Nominations should be submitted in writing to the school principal by the deadline announced by the principal.

Selection Panel (RECOMMENDED)

Each year the school principal is encouraged to appoint a school Student of the Year selection committee comprised of:

- the principal, who serves as a voting participant and chairperson;
- the school guidance counselor;
- at least five other faculty members or support staff or official at the school who have had most opportunity to know sixth grade students during their years as students at the school (these individuals can include the Vice-Principal, fourth and fifth grade teachers, Resource Teachers, librarian, PTA Executive, etc.).

Schools are encouraged to begin the selection process in September / October of each year. School DO NOT have to wait on the application package to begin their nomination process.

The selection committee will select the school Student of the Year from the nominees submitted to the principal, using a proper evaluation guideline established by the Bahamas Primary School Student of the Year Foundation.

Principals are encouraged to notify the winning student and provide him or her with the Bahamas Primary School Student of the Year Foundation guidelines and application packet prior to end of school for Christmas holidays. All completed application forms and portfolios must be submitted to the Foundation on or before **February 4th, 2022.**

Parents Package

Please present your nominee's parents, with the Parents package which was included.

Principals are encouraged to advise the nominee and the parents that this is a national competition and the nominee will be competing against students from private and public schools throughout The Bahamas. THE DECISIONS OF THE INDEPENDENT JUDGING PANEL IS FINAL.

Recognizing Your Nominee

Schools are encouraged to hold a special assembly or other events to properly recognize all the students who were considered for the school's nomination and the student nominated to represent the school in the Awards Ceremony.

The Application Requirements

- (a) A completed application form
- (b) **A 500 word essay** on the topic: **The 2022 Topic Will be submitted with the Application Package**

The essay had to be written legibly handwritten in black or blue ink.
Essays must be the student's original work and must not infringe upon any material protected by copyright laws.
- (c) An essay which was submitted and graded as a part of the applicant's school requirement **must have been** attached to the application package. **(5th or 6th grade only)**
- (d) Copies of official report cards **(covering 3rd, 4th, 5th & 6th grades only)**
- (e) **Two (2)** high quality headshot colour **4 x 6 photographs** in School attire.
- (f) Newspaper clippings / copies of awards & certificates **(covering 3rd, 4th, 5th & 6th grades only)**
- (g) Three (3) letters of recommendation:
 - (1) School Principal / Vice-Principal (The letter from the Principal / Vice-Principal officially nominates the student for this award. **Please note that any application missing this letter will automatically be disqualified.**;
 - (2) Classroom teacher / civic or community leader / former teacher;
 - (3) Religious leader / extra-curricular coach (ie. Sports or Dance).
- (h) **Nominee must have documented proof of length of participation in each organization listed on the application form;**
- (i) The above items should have been neatly attached to a portfolio or folder. **If your portfolio that was bonded, the original application form and essays must be enclosed.**
- (j) The portfolio / folder was limited to a maximum of 50 leaflet pages **(using both sides will be considered 1 page)** and **should not be larger than 12 x 12.** The nominee is requested to adhere to these requirements. **(Points will be deducted for portfolio / folder not following the guidelines outlined.)**
- (k) **200 – 250 word statement** on “Why I should be selected as the 2022 Bahamas Primary School Student of the Year?”
- (l) Assessment of \$50.00 (One (1) Student of the Year T-Shirt and one (1) DVD Set of the Medal Presentation & Awards Ceremony)

THE OFFICIAL APPLICATION PACKAGE WILL BE POSTED ON THE STUDENT OF THE YEAR WEBSITE www.bahamaspstoy.org on or before November 15th, 2021

