Student awards – policy

Northern Territory Board of Studies

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# Policy summary

The Northern Territory Board of Studies (NTBOS - referred to as the Board) administers awards to students from Northern Territory (NT) Government and non-government schools in recognition of their outstanding achievements.

This policy applies to awards administrated by the Board. It outlines criteria for establishing or revoking awards, selecting award recipients, processes for presenting awards, and roles and responsibilities of the Board, school staff, students and sponsors.

# Purpose

The policy affirms the Board’s commitment to deliver an annual awards program which recognises excellence by students completing the Northern Territory Certificate of Education and Training (NTCET) and academic excellence at the completion of Year 6 and 9. The policy ensures awards are established and appointed in a fair, representative, meaningful and transparent way.

# Scope

This policy applies to all awards administered by the Board.

Students must have completed the NTCET to be eligible for the Year 11 and Year 12 awards.

# Award categories and principles

## Award categories

The Board awards recognise outstanding student achievement within the following categories:

* academic excellence
* leadership excellence
* excellence in Vocational Education and Training (VET), including apprenticeships.

## Award principles

The Board is committed to upholding the integrity of all facets of the student award process. Awards are guided by the following principles:

* awards recognise and celebrate outstanding student achievement
* awards recognise the diversity and flexibility of learning pathways
* awards are meaningful to the student, the school and the community
* selection of award recipients is fair and follows a transparent process
* awards signify the completion of a learning journey.

# Establishing awards

New awards can be proposed by the Board or sponsors within the community; however, the Board has final approval of all new awards. All awards will be assessed against the award principles and new award criteria.

## Criteria for new awards

When considering new awards the Board will ensure:

* awards align with the award categories and principles at section 4 of this policy
* awards are relevant to the Board’s functions
* proposed sponsors are reputable, with consideration given to the history of the person or organisation, the organisations’ culture or purpose, and any other relevant factors including potential conflict of interest
* existing award areas are not duplicated
* the award’s distinguishing selection criteria is clear
* the monetary value of the award is in accordance with the award prize criteria
* the proposed name of the award relates to the criteria for the award, is not discriminatory or derogatory and is not named after a living person.

## Sponsoring awards

The Board welcomes organisations and individuals to sponsor awards whilst reserving the right to ensure the award meets the award principles and additional award criteria.

Sponsors must agree to sponsor an award for a 3-year term to provide some certainty to students and schools. Awards are reviewed every 3 years, at which point sponsors or the Board may decide to discontinue the award.

## Revoking awards

Awards will be revoked by the Board if, at any point, they no longer meet the award principles. The Board will review each award through the 3-year review cycle.

Sponsors may request the sponsored award be revoked at any time, however if the request falls within the 3-year commitment period, the sponsor must provide compelling reasons.

## Award prize categories

All award recipients are provided a certificate, medal or trophy. Many awards also attract prize money. Prize money varies depending on the category of the award.

Award prize categories include:

* Distinguished achievement – the award recognises exceptional achievement in Stage 2 NTCET in more than one subject area
* Outstanding achievement – the student has demonstrated outstanding achievement in a specific subject or learning area
* Honourable achievement – the award recognises those who achieved a South Australia Certificate of Merit and includes the primary school student awards
* Year 6 and Year 9 Academic Achievement awards.

Further information on current award prize money is provided in the Board’s awards list, published on the NTBOS website.

# Determining award recipients

Every award has distinguishing selection criteria, dependent on the nature of the award. Awards may be determined on academic results only, response to selection criteria provided through a nomination process, or a combination of results and performance against nominated award selection criteria.

The full list of awards and criteria is published on the NTBOS website.

Where no student has met the award criteria, no award will be presented.

## Nomination process

Where the award is not based purely on academic results, the recipient will be determined through a nomination process. Award nominations may be through teachers or schools, Registered Training Organisations, students, or a combination, depending on the award.

All nominated awards must have clear selection criteria which are relevant to the subject of the award, and winners will be selected based on merit in relation to responses to the selection criteria, including academic results, where relevant.

The nomination process and selection criteria for each award is provided in the list of awards on the NTBOS website.

Winners of nominated awards will be determined by a selection panel. The selection panel must include at least 3 members, including at least one Board member and relevant subject matter experts or sponsor representatives, where relevant.

## Personal information release

The students’ personal details are required to notify students of their award. This includes their email, phone number and house address for their formal invitation from the Minister of Education to the award ceremony.

## Award ceremony

Two award ceremonies are held annually, one in Darwin and one in Alice Springs. The Darwin ceremony represents students from Darwin, Top End, Big Rivers and East Arnhem regions. The Alice Springs ceremony represents students from Barkly and Central regions.

All awards in the distinguished, outstanding and honourable achievement award categories are presented at an NTBOS award ceremony.

Students, principals, relevant school staff, and family are invited to attend in support and celebration of the award recipient.

The Year 6 and Year 9 academic achievement awards, top Year 12 student, top Year 12 Aboriginal student awards and top Year 12 personal learning achievement award are generally presented to students at school ceremonies. The Board will provide certificates and prize money to the schools to distribute.

At the discretion of the Board, students may be invited to attend one of the NTBOS award ceremonies to receive the award.

## Release of information

The name and school of the award winner is published by the Board, provided the award winner has provided approval for public release of the information through a Talent release for adults and students form.

## Travel assistance

Students who live in remote areas and have exceptional circumstances may receive travel assistance to attend the award ceremony in Darwin or Alice Springs, based on their location.

Students under 18 years of age must be accompanied by a chaperone.

Travel assistance is limited to:

* accommodation for the student and one chaperone, the night before and the night of the award ceremony
* flights for the student and one chaperone where the student is unable to arrange their own travel to Darwin or Alice Springs.

Travel allowance to cover food or other incidental expenses will not be provided.

Students who have moved interstate are not eligible for travel assistance.

# More information

* Northern Territory Board of Studies – <https://education.nt.gov.au/committees-regulators-and-advisory-groups/northern-territory-board-of-studies>
* Northern Territory Board of Studies – Awards – <https://education.nt.gov.au/education-events-and-awards/ntbos-awards>
* Northern Territory Board of Studies – Academic Excellence Awards – <https://education.nt.gov.au/education-events-and-awards/academic-excellence-awards>

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| Acronyms | Full form |
| NT | Northern Territory |
| NTBOS | Northern Territory Board of Studies |
| NTCET | Northern Territory Certificate of Education and Training |
| TRM | Territory Records Manager |

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| 1.0 | November 2013 | NTBOS | New policy |
| 1.1 | 03 March 2020 | Operational Policy Coordination Unit | Update in terminology and NTG template |
| 1.2 | 15 September 2020 | Operational Policy Coordination Unit | Minor update to meet NTG publishing standards |
| 1.3 | 29 July 2021 | NT Board of Studies | 50:D21:90477 - Minor updates |
| 2 | November 2023 | NT Board of Studies | Major review |