**Tahmoor Public School**

SCHOOL POLICIES AND PROCEDURES

**STUDENT AWARDS SYSTEM**

This system aims to recognise individual student achievement. The system is cumulative and will carry across from year to year. It is the student’s responsibility to keep track of **merit and achievement awards**. The school keeps a database on all awards from the Accomplishment Award level upwards.

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| Award | Achieved | Student Action | School Action |
| Eagle Eye | Given to students in playground for good behaviour | Place in letter box under cola | At Monday morning assembly names are drawn out and students receive an iceblock (Mrs Kaapro)  Remaining tickets get marked off and when students receive 5 Eagle Eyes they receive a yellow award (Parliament ministers monitor it weekly) |
| Merit Award | When 5 Eagle Eyes have been received | Once students have 3 merit/assembly awards they give to class teacher | Teacher signs back of all awards then gives the student an Achievement award |
| Assembly Awards | Given at assemblies | Once students have 3 merit/assembly awards they given them to the class teacher | Each teacher gives out 2 assembly awards at K-6 assemblies  Teacher signs back of all awards then gives student Achievement Award |
| Achievement Award | Given to students by class teacher after handing in 3 Merit/Assembly awards. | Once students have 3 Achievement Awards they go into the box in the office | Office moves awards into stage folders in the staff room.  Once a week the Stage representative checks the award folder, writes Accomplishment Awards, signs back of Achievement awards, logs them into Sentral, then places them in Class teacher’s pigeon hole. |
| Accomplishment Awards | Given at K-6 assemblies | Keep awards at home | Mrs Booth is sent Sentral notification after student received 3 Accomplishment Awards, writes Principal’s Award, gives to student at next K-6 assembly |
| Principal’s Award | Given at K-6 Assemblies  \* Must be in Friday before K-6 assembly | Keep awards at home | Mrs Booth is sent Sentral notification after student received first 3 Principal’s Awards – gives student Commendation Award at next K-6 assembly. |
| 1st Award of Commendation | Given at K-6 Assemblies  \* Must be in Friday before K-6 assembly | Keep awards at home | Mrs Booth is sent Sentral notification after student received second set of 3 Principal’s Awards – gives student Commendation Award at next K-6 assembly. |
| 2nd Award of Commendation | Given at K-6 Assemblies  \* Must be in Friday before K-6 assembly | Keep awards at home | Mrs Booth is sent Sentral notification after student received third set of 3 Principal’s Awards – gives student Commendation Award at next K-6 assembly. |
| 3rd Award of Commendation | Given at K-6 Assemblies  \* Must be in Friday before K-6 assembly | Keep awards at home | Mrs Booth is sent Sentral notification after student received fourth set of 3 Principal’s Awards – gives student Commendation Award at next K-6 assembly. |
| School Honour Award – Medallion | Given at K-6 Assembly or End of Year Celebration  \* Must be in Friday before K-6 assembly | Keep awards at home | Mrs Booth receives Sentral notification and School presents medallion at K-6 Assembly or End of Year Celebration Ceremonies |

**Stage Representatives 2017:**

Stage 3 – Perry Gibson

Stage 2 –

Stage 1 – Sarah Dooley

ES1 – Jenny Browne