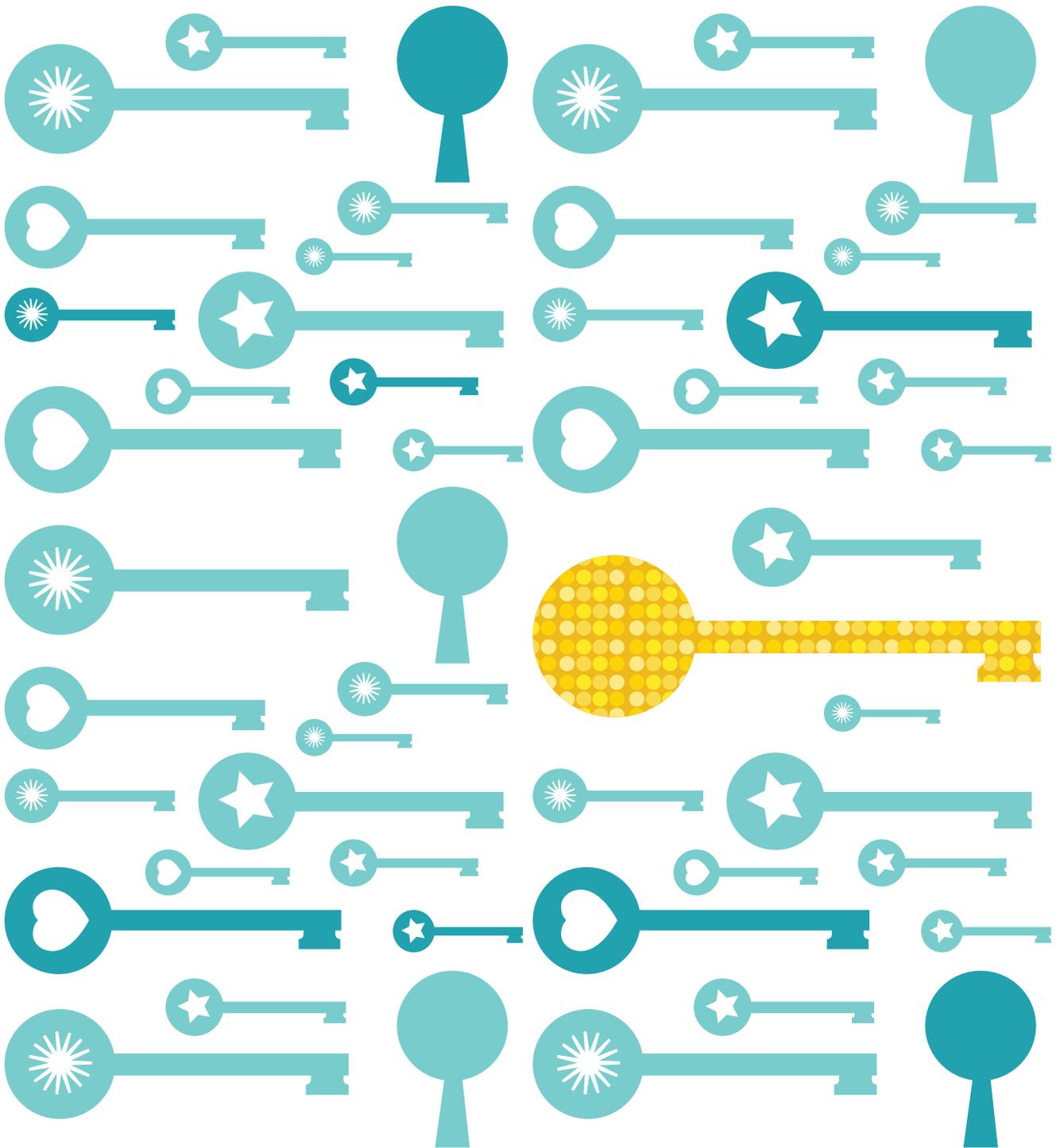




2017
C&K EXCELLENCE
& INNOVATION AWARDS



2017 AWARD NOMINATION GUIDELINES

2017 C&K EXCELLENCE AND INNOVATION AWARDS

C&K is proud to announce the 2017 C&K Excellence and Innovation Awards. These awards recognise outstanding practice and innovation in early childhood education and care.

C&K has a proud history of recognising and supporting individuals and services who champion strong foundations for children, families and the community.

The awards began with awards in eco-efficiency sustainability and have grown to embrace a broader understanding of work incorporating sustaining people, place and culture within the early years' sector. They address innovative and exceptional practice across education and service management.

Successful nominees will be presented with their award at the Awards Dinner, in conjunction with the Qld Early Education and Care Conference on Saturday 17 June 2017. For more information about the 2017 Queensland Early Education and Care Conference and the C&K Excellence and Innovation Awards Dinner [click here](#). Recipients will be presented their award at the dinner or a representative will be required to receive the award.

APPLICATIONS

The 2017 C&K Excellence and Innovation Awards are open to all:

- C&K Branch services
- C&K Affiliate services (including Management Committees)
- C&K Central services
- C&K individual employees

Who can Nominate?

All of the above individuals or groups can nominate; as well as parents/guardians of children attending a C&K service during 2016 - 2017.

How to apply

The on-line 'C&K Excellence and Innovation Awards' nomination form must be submitted by Friday 10 March 2017. The award criteria may be used to frame the nomination however it is not mandatory to answer all criteria. Nominees are able to self-nominate or a nomination may be submitted on their behalf.

[Click here](#) to access the 2017 Awards nomination form.

Note: The nomination form is to be completed during one sitting as there is no option to save. You will be asked to provide general information (e.g. name, service), as well as attach your submission and any supporting documentation. Nominations should demonstrate excellence and innovation, not just everyday practice.

NOMINATIONS

Here are some great reasons to nominate:

- **Recognise success**
This is a great opportunity to have innovative and outstanding practices formally recognised by your peers.
- **Thank the people who have helped you**
Celebrating individuals, services or business units who achieved exceptional service delivery. Awards are presented to those who have gone the extra mile to provide service excellence.
- **Establish a reputation for exceptional practice**
The awards provide an opportunity to showcase individuals, services or business units who demonstrate best practice in a particular topic area. Keynote speakers at the conference as well as industry leaders, peers and specialist educators will learn more about their nominated areas and their high quality practices.
- **Celebrate the progressive work of employees in your early childhood service**
Our Emerging Educator Award celebrates the work of new educators and their practice within Queensland communities. This is an opportunity to have an emerging educator recognised for their innovation and commitment.

Assessments

Nominations will be assessed against the criteria outlined for each award.

A panel of judges will be appointed by C&K and will include experts in C&K topic area for each award category.

Conditions of Nominations:

- All nominations will become the property of The Crèche and Kindergarten Association Limited trading as C&K and will not be returned to entrants.
- The judging panel may ask nominees to provide additional information concerning their nomination.
- Nominees may be interviewed on camera and the footage used to showcase the service during the awards ceremony and/or in the public arena.
- Nominees must be willing to participate in publicity activities, and may be required to provide photographs or other materials for promotional purposes.
- Winners may be put forward for additional awards through external associations; representing C&K.
- Information in entries may be reproduced for promotional purposes.
- Nominations that are misleading or include activities that do not comply with Queensland law and/or C&K governance will be withdrawn from the nomination process.
- Nominees must have a proven good work performance record.
- An individual, service or business unit may be entered in any number of categories however will only be recognised as a finalist/winner in one category.
- Judges may choose to assess a nomination against other award categories if they deem it meets the criteria for another award.
- It is recommended to check with the nominee or any other related service member prior to nominating should the nomination contain sensitive information.
- All decisions by the judging panel are final and no further correspondence will be entered into.

KEY DATES

Date	Activity
Monday 23 January	Nominations Open
Friday 10th March	Nominations Close
Saturday 17th June	Award Presentation Dinner

QUESTIONS

If you have a question regarding the nomination form or wish to advise the judging panel of a matter concerning your nomination please email ckawards@candk.asn.au or call Corinne Nixon on: 07 3513 2509 (who works Monday, Tuesday and Wednesday).

EMERITUS PROFESSOR MARY MAHONEY AO AWARD FOR EXCELLENCE IN EARLY CHILDHOOD EDUCATION AND CARE AWARD

This award acknowledges an individual or service whose dedication, persistence and outstanding performance typifies C&K excellence. It is not required to nominate for this award as this is chosen from the pool of award winners.

EMERGING EDUCATOR AWARD

This award recognises a C&K educator studying towards an approved early childhood qualification. This person demonstrates a passion and persistence for their professional growth as an early years' educator. This award celebrates our next generation of educators whose work with children, families and community demonstrates the values of C&K in their everyday work. The educator will have been working within the early years' sector for 5 years or less.

Award Criteria

The nomination will be judged against the following criteria. It is not necessary to answer all criteria to be eligible to apply for this award. The criteria may be used as a guide for your nomination.

The nomination may:

- Identify a new idea or approach not commonly used in an early years' service
- Demonstrate C&K values
- Demonstrate how pedagogy aligns with service philosophy
- Support achievement of the C&K Strategic Plan
- Develop a creative solution to an identified community need
- Tailor an approach to suit an individual and/or group of children
- Align with community values and needs
- Support existing or create new networks
- Demonstrate community engagement
- Demonstrate consistent and respectful communication strategies
- Demonstrate creative problem solving and lateral thinking
- Be sustainable
- Demonstrate creative/innovative use of resources
- Have the ability to influence others
- Translate to other service models
- Create engaging indoor and/or outdoor environments
- Demonstrate creative use of resources as teaching tools

Nomination Questions:

It is necessary to answer all of the questions below. Nominations should be no more than 2000 words in total. Submissions are to be lodged via the online [form](#).

Please provide supporting documentation such as photos, curriculum documentation, testimonials or media clips if available. These are to be attached to the on-line form.

1. What makes this emergent educator special?
2. How does the educator demonstrate their commitment to ongoing learning?
3. How does the educator align their current learnings with their practices and wider service delivery?
4. Describe an event in which the emergent educator has shown initiative and/or support for an individual, service goal or philosophy.

EXCELLENCE AND INNOVATION IN PEDAGOGY AND PRACTICE AWARD

This award recognises the work of an educator, or group of educators, who have provided consistently high standards of education and care and innovative work practices to achieve positive outcomes for children, families and communities. The winner of this award will demonstrate sound relationships and a consistent approach in both pedagogy and practice. They will be consistent in creating an engaging environment for learning at a high standard.

Award Criteria

Your nomination will be judged against the following criteria. It is not necessary to answer all criteria to be eligible to apply for this award. The criteria may be used as a guide for your nomination and supports the judges' decision making process.

The nomination may reference:

- A new idea or approach for use in an early years' service
- Demonstration of C&K values
- Demonstration of how pedagogy aligns with service philosophy
- Support for the achievement of the C&K Strategic Plan
- Development of a creative solution to an identified community need
- Tailoring an approach to suit individual or group needs
- Alignment of practice with community values and needs
- Support for existing networks and efforts to create new networks
- Demonstration of community engagement
- Demonstration of consistent and respectful communication strategies
- Demonstration of creative problem solving and lateral thinking
- Support for C&K's philosophy of sustainability
- Demonstration of creative/innovative use of resources
- Evidence of the ability to influence others
- Creation of engaging indoor and/or outdoor environments
- Demonstrated creative use of resources as teaching tools

Nomination Questions:

It is necessary to answer all of the questions below. Nominations should be no more than 2000 words in total. Submissions are to be lodged via the online [form](#).

Please provide supporting documentation such as photos, curriculum documentation, testimonials or media clips if available. These are to be attached to the on-line form.

1. How does the service and/or educator/s demonstrate innovative work practices?
2. How is community engagement incorporated into this service and/or the educator/s work practices?
3. How has the service or educator/s utilised the environment to support education goals and/or service goals and philosophy?
4. How does the service and/or educator/s communicate curriculum and service delivery to children, families, other professionals and the wider community?
5. Describe the service and/or educator's curriculum decision-making and reflective practices.

EXCELLENCE IN CUSTOMER SERVICE

This award recognises efforts that go beyond the expectations of daily service operation in order to meet customer needs. The award acknowledges innovative solutions and consistent efforts across the many facets of service delivery which, when combined, provide outstanding outcomes for customers, C&K and the wider early education and care community.

Customers can include:

- Children and families
- C&K and its people
- Other early childhood education and care services
- The local community and support personnel
- The wider education community

Award Criteria

Your nomination may be judged against the following criteria. It is not necessary to answer all criteria to be eligible to apply for this award. The criteria may be used as a guide for your nomination and supports the judges' decision making process.

The nominated person or group may:

- Consistently strive for high quality service delivery
- Demonstrate C&K values at a consistently high standard
- Support for the achievement of the C&K Strategic Plan
- Demonstrate support of early educators and education services
- Demonstrate creative business solutions
- Identify a new procedure or product not previously used in an early childhood service, to support a customer or the early childhood education and care sector
- Demonstrate support of the wider community
- Foster reciprocal partnerships within the local and wider community in which the service functions
- Create a positive work culture
- Demonstrate mentoring and leadership qualities and practices

Nomination Questions:

It is necessary to answer all of the questions below. Nominations should be no more than 2000 words in total. Submissions are to be lodged via the online [form](#).

Please provide supporting documentation such as photos, curriculum documentation, testimonials or media clips if available. These are also to be attached to the on-line form.

1. Please describe a situation in which the nominee displayed outstanding customer service. Who and what was involved and how did they achieve customer service excellence?
2. How has the nominee's leadership influenced a consistent, positive work culture focused on supporting ongoing excellence in customer service?
3. How does the nominee advocate and support C&K values?

EXCELLENCE IN INCLUSIVE PRACTICE

This award recognises work by an individual or service to support a child, group of children, family or community through the implementation of strategies which ensure inclusive practices encompassing dignity, equity and respect are implemented. The award may recognise teaching programs, community resources and/or completion of capital works that ensure those who face disadvantage are supported to reach their full potential as a result of inclusion within the service.

Award Criteria

Your nomination will be judged against the following criteria. It is not necessary to answer all criteria to be eligible to apply for this award. The criteria may be used as a guide for your nomination and supports the judges' decision making process.

The nomination may:

- Acknowledge the work done in recognising disadvantaged groups such as (but not limited to):
 - o Children with additional support needs (identified and non-identified)
 - o Children from Aboriginal and/or Torres Strait Islander background
 - o Children from culturally and linguistically diverse backgrounds including refugee children
 - o Low income families
 - o Children formally identified 'at risk' or in government supported care
 - o Rural, remote, and/or vulnerable or disadvantaged communities
- Identify a creative solution to a perceived need
- Demonstrate creative/innovative use of resources
- Demonstrate the ability to influence others
- Support achievement of the C&K Strategic Plan & our Creating Kindness social purpose
- Demonstrate the United Nations Convention on the Rights of the Child in action
 - o Identify and address a perceived need or issue that encompasses:
 - o Respect, privacy and sensitivity
 - o Collective ownership of the issue
- Show how communication with identified persons and a service cohort (children and families) was established
- Indicate how action was taken to identify resources and appropriate support
- Showcase implemented strategies (resources, meetings)
- Demonstrate success and/or difference achieved through the implementation of plans and strategies
- Identify a new approach not commonly used in the early childhood education and care sector

Nomination Questions:

It is necessary to answer all of the questions below. Nominations should be no more than 2000 words in total. Submissions are to be lodged via the online [form](#).

Please provide supporting documentation such as photos, curriculum documentation, testimonials or media clips if available. These are also to be attached to the on-line form.

1. Provide a broad outline of the work being undertaken and the outcomes being achieved by the educator/service.
2. How did you gather support for your work with the perceived/identified need or issue?
3. How did you ensure the rights of all children were identified and respected?
4. What difference has your influence had on:
 - a. A child
 - b. A family
 - c. Service cohort
 - d. Wider community?

Testimonials may be used to support your answer.

EXCELLENCE AND INNOVATION IN THE ARTS

This award recognises the work of an educator, or group of educators, who have consistently demonstrated high standards of excellence in relation to the arts in early childhood education. The winner of this award will have demonstrated excellence and innovation in arts based projects/programs, promoting creativity and self-expression.

Award Criteria

Your nomination will be judged against the following criteria. It is not necessary to address all criteria to be eligible to apply for this award. The criteria may be used as a guide for your nomination and will be used to assist the judges' decision making process.

'Art' can include:

- Visual Arts – painting, drawing, photography, video artistry, light, reflection, sculpture, animation
- Dramatic Arts – real drama, acting out, performance, props to promote drama, revisiting storytelling, performing stories
- Media Arts – photography, film, the internet, mobile media
- Musical Arts – instruments, song, vocal chants, raps, dance, movement
- Performing Arts – puppetry, mime, storytelling, yarnning, poetry, dance, movement, movie making, music

The nomination may reference (and provide examples of):

- Excellence in Arts through educational experiences in an early childhood education and care setting
- A new idea or approach in relation to arts in an early childhood
- Any artist in residence programs you have implemented
- Demonstration of C&K values
- How art aligns with service philosophy
- Contribution to the achievement of the C&K Strategic Plan
- Key relationships and partnerships (e.g. community galleries, local elders, schools)
- Creative problem solving and lateral thinking
- Creative/innovative use of resources
- High quality educational practice
- A showcasing of arts projects within the service or wider community

Nomination Questions:

It is necessary to answer all of the questions below. Nominations should be no more than 2000 words in total and submitted via the online [form](#).

Please provide supporting documentation such as photos, curriculum documentation, testimonials or media clips if available. These are to be added as attachments to the on-line form.

1. How does the service and/or educator/s demonstrate excellence in the arts?
2. Share your arts based philosophy and program defining how children's creativity is celebrated.
3. How does the service/program reflect innovation within your arts project/programs?
4. How are the C&K values reflected in your project?
5. Share how you have showcased your art project/program and children as artists?

EXCELLENCE IN SAFETY LEADERSHIP AWARD

This award recognises the work of a C&K employee or service providing consistently high standards of safety awareness and practice. It recognises the multitude of influences on safety and the dynamic nature in which early childhood education and care services function. The winner of this award will demonstrate sound safety practices and seek to influence others to establish a strong 'safety aware' culture whilst recognising the role of risk awareness and risk taking in early childhood development.

Award Criteria

Your nomination will be judged against the following criteria. It is not necessary to answer all criteria to be eligible to apply for this award. The criteria may be used as a guide for your nomination and supports the judges' decision making process.

The nomination may:

- Identify a new idea, creative solution or approach not previously or commonly used in a service, to address a workplace health and safety issue.
- Identify a workplace health and safety issue and a solution implemented to improve health and safety outcomes
- Outline how a solution was developed in consultation with others at the service and, if appropriate, external organisations
- Demonstrate creative use of resources as teaching tools
- Describe the effectiveness of the solution in improving health and safety at the service, as well as broader nomination if relevant.
- Support achievement of the C&K Strategic Plan
- Demonstrate the leadership, commitment, and enthusiasm of the nominee/s in implementing a strong health and safety risk management culture. Your response may:
 - Describe the change in the workplace culture and provide examples and evidence of change
 - Indicate how team members, children and the community were encouraged to participate
 - Outline how the nominee successfully balances safety with risk in education delivery
 - Consider what the nominee believes are the key reasons for the success of the approach
 - Demonstrate exceptional child advocacy with families and the local community in the area of health and safety
 - Outline how the nominee supports existing networks or creates new networks with external health and safety governing bodies and community agencies
 - Demonstrate how the nominee is actively and consistently striving for continuous improvement in health and safety. This may include reviewing incidents and implementing initiatives to ensure that the risk of the incident occurring again is minimal.

Nomination Questions:

It is necessary to answer all of the questions below. Nominations should be no more than 2000 words in total. Submissions are to be lodged via the online [form](#).

Please provide supporting documentation such as photos, curriculum documentation, testimonials or media clips if available. These are to be attached to the on-line form.

1. How does the employee/service support the idea of positive risk while maintaining children's safety within the everyday operation of the service?
2. How is community engagement incorporated in the service and/or employee's ability to create a positive risk culture?
3. How does the employee/service showcase solutions which balance risk with service delivery and education outcomes?

SERVICE LEADERSHIP AWARD

This award recognises exemplary leadership by an Educator, Director or Management Committee. It showcases efforts that go beyond the expectations of daily service operation, in order to meet quality outcomes for children, families, educators, services, support professionals, communities and the greater education sector. The award acknowledges innovative solutions and efforts made across the many facets of an early childhood education and care service, which combine to enable the service to excel in service delivery and advocacy and lead change to create a positive work culture.

Award Criteria

Your nomination will be judged against the following criteria.

It is not necessary to answer all criteria to be eligible to apply for this award.

The criteria may be used as a guide for your nomination and supports the judges' decision making process.

The nominated person may:

- Demonstrate consistent and respectful communication strategies
- Demonstrate high standards of understanding and support for legislative and governance requirements central to service delivery
- Identify a new procedure or product not previously used in an early childhood service to support a customer or the early childhood education and care sector
- Identify and create a positive work culture
- Lead service teams through environments of change
- Demonstrate C&K values in every aspect of their work
- Align and support work practices which demonstrate service philosophy
- Support achievement of the C&K Strategic Plan
- Utilise multiple forms and/or tailor innovative communication techniques to support understanding
- Develop creative solutions and use resources to address an issue or achieve a desired outcome or an identified community need
- Consistently strive for and demonstrate high quality service delivery
- Demonstrate creative business solutions
- Show how a service seeks to support integrated service solutions

Nomination Questions:

It is necessary to answer all of the questions below. Nominations should be no more than 2000 words in total.

Please provide supporting documentation such as photos, curriculum documentation, testimonials or media clips if available. These are to be attached to the on-line [form](#), along with the nomination submission.

1. How does the nominee/s lead/influence and/or implement change at the service?
2. Describe a situation where the nominee/s influenced/created positive outcomes for children, families and the greater community?
3. How does the nominee/s create/influence a positive work culture?
4. How does the nominee/s advocate and/or act as an ambassador for the service, C&K, and/or the wider early childhood education and care sector?
5. What strategies are implemented at the service to support ongoing viability and sustainability?