

Public School Parent of the Year Award 2024

The Public School Parent of the Year Award is a prestigious award presented to parents, guardians and caregivers who have made a significant contribution to their local NSW public school community.

This Information Pack will answer your questions about the award, eligibility, nomination process and selection criteria for the award.

Who can be nominated?

Any parent, guardian or caregiver of a student in a NSW public school can be nominated for this award. They must have, or care for, a child/children currently enrolled in the nominating school.

Who can nominate?

Members of preschools or school communities may nominate a parent, guardian or caregiver. This includes, but is not limited to school principals, head teachers, directors, another parent and/or guardian.

Nominees must be volunteers only. Parents/guardians/caregivers who are employed by, or at, the school are ineligible to be nominated.

A school may submit a maximum of 2 nominations per year for this award.

All nominations must be endorsed by the school Principal. The Principal is also asked to provide a citation to be used in the Awards program should the nomination be successful.

Nominees must be made aware they have been nominated and must accept their nomination via the online nomination system.

How many awards are made each year?

Up to 10 awards may be presented each year. The selection committee reserves the right to award fewer than 10 awards if nomination quality is not sufficiently high, or if applicants do not provide adequate evidence of achievements and outcomes.

NSW Department of Education

Roles in Nomination Process

Nominator - an individual who has knowledge of the nominee's contributions to the school and school community.

Endorser - All nominations must be endorsed by the school Principal. The Principal is also asked to provide a citation to be used in the Awards program should the nomination be successful.

The endorsement must be provided by a person who is not the nominator.

Does the nominee know they are nominated?

Yes. Nominees are required to agree to their nomination via an online acknowledgment request sent to them by the nominee.

Submitting a nomination:

To access the application system use this link - [PEFApply](#) - then click on the relevant award.

Prior to starting the online process, the nominator may prefer to gather the necessary information ready to submit:

- Nominee details (including home address, phone number, email and role/position within the school)
- School details (including address, phone number and principal email address)
- Nominator's statement supporting the nominees achievements (*completed online*)
 - Details how the parent/carer has worked successfully as a partner with the members of the school community to achieve the goals and priorities of the school (*maximum 200 words*)
 - Details how the parent/carer has made an outstanding contribution to a wide range of school activities OR to a single activity over an extended period of time (*maximum 200 words*)
- Nominee's endorsement (the nominator must initiate a request *via the online nomination* to the Nominee. This will result in an email being sent to the Nominee requesting them to accept the nomination)
- A photograph of the nominee (preferably head shot only - to be used in the Awards program should the nomination be successful)
- Principal endorsement and citation (the nominator must initiate a request *via the online nomination* to the Principal. This will result in an email being sent to the Principal requesting them to endorse the nomination, and provide a 100 word citation to be used in the Awards program should the nomination be successful).

When is the closing date for nominations?

Nominations close at **11.59pm on Tuesday 14th May 2024**. No late nominations will be considered.

For further information including terms and conditions

Call the Public Education Foundation on **02 7814 2806** or email us at info@publiceducationfoundation.org.au.

We also encourage you to visit our website www.publiceducationfoundation.org.au.

