

Procedure Title	Student Awards and Recognition		
Date of Issue	May 19, 2009	Related Policy	BP 6601-D
Revision Dates	September 20, 2016; October 18, 2023	Related Forms	
Review Date		Originator	Administrative Council
References			

1.0 RATIONALE

This procedure provides guidelines for administering awards in Bluewater District School Board schools. Eligibility for awards varies and is dependent on the nature of the award or recognition. Awards should recognize as many students as possible and celebrate all aspects of student life.

2.0 PROCEDURE

2.1 Types of awards:

The following types of awards have been identified as meaningful to students:

- i. personal plaques/trophies/medallions;
- ii. plaques permanently placed at the school;
- iii. monetary sum but it should include a certificate to provide individuals with a permanent record;
- iv. special memorial awards;
- v. letter of recognition for graduation.

2.2 Accomplishments that could be recognized:

- i. academic achievement, including effort, participation, and an appreciation and/or enthusiasm for the specified area;
- ii. performance that sets the student apart from others;
- iii. contributions to the life of the school;
- iv. special programs specific to the school.

2.3 Principals are responsible to put a process in place to ensure that:

- i. a listing of awards is made available within the school;
- ii. all criteria required to be met for each award is clearly outlined and is available to all students;
- iii. the selection process for each award is identified;
- iv. awards to be presented will fall within the identified criteria;
- v. all pathways are represented;

- vi. the Bluewater District School Board Multi-Year Strategic Plan Mission, Vision, Priorities, Values, and Graduate Qualities are recognized when developing criteria for awards;
- vii. reasonable financial limit guidelines for awards are considered, as applicable; and
- viii. all aspects of student life are recognized.