



The Order of Australia Association QUEENSLAND BRANCH

Secondary Schools Citizenship Awards 2021

Information to assist schools nominating a student

Please read before completing nomination form on next page

- (1) Only students in year 12 may be nominated.
- (2) Only a school can nominate a student for an award; students may not nominate themselves.
- (3) A nomination consists of the nomination form (next page) and a one (1) A4 page statement of the student's community service. Additional material over and above the one A4 page statement of community service will not be considered.
- (4) The member of staff who writes the one page A4 statement of community service must sign the statement and include their name and position in the school.
- (5) The nomination form needs to be endorsed by the School's Principal (or equivalent).
- (6) A nomination must reach the SSCA Coordinator no later than **Monday 2 August 2021**.

ADDRESSING THE ONE PAGE STATEMENT OF COMMUNITY SERVICE

This statement needs to address the student's commitment to his/her school and to the community under the following five broad headings. It must not be longer than one A4 page.

- **participation in social service activities at the school**
- **engagement with the community outside the school**
- **involvement in the school's co-curricular life such as music, sports, societies and clubs**
- **examples of leadership shown by the student in school life (formal and/or informal)**
- **comment on the student's character**

This profile should be provided by a member of staff with good knowledge of the student's achievements. The success of a nomination is determined by how well the information in this Statement is presented.

Advice for school principals & students about the status of the awards.

These awards are presented by The Order of Australia Association, a separate entity to the Order of Australia under the Australian Honours system. A successful student should refer to their award as a "Secondary Schools Citizenship Award" received from The Order of Australia Association, Queensland Branch". These awards are NOT awards in the Order of Australia and do not carry a post nominal after the successful student's name

Enquiries: Geoff Cowles OAM,
SSCA Coordinator
phone 07-3351 4991 or email:
geoffrey.cowles@bigpond.com

Nomination form – next page →



The Order of Australia Association (Qld Branch)
Secondary Schools Citizenship Awards 2021
NOMINATION FORM

Please use BLOCK letters (except for Email addresses)

(1) DETAILS ABOUT THE STUDENT BEING NOMINATED:

| | | | | | |
|---|--|-------------|--|----------------|--|
| Name of Student: | | | | | |
| Year 12 → Please insert "Yes" | | Age→ | | Phone → | |
| Email | | | | | |

(2) DETAILS ABOUT THE NOMINATING SCHOOL

| | | | | | |
|-----------------------------|--|--|--|--|--|
| Name of School | | | | | |
| School Address | | | | | |
| Name of Principal | | | | | |
| School Daytime Phone | | Mobile (state name of person assigned mobile) | | | |
| School Email | | | | | |

(3) DETAILS OF A REFEREE WHO CAN BE CONTACTED, if required:

| | | | | | |
|------------------------|--|---------------|--|--|--|
| Name of Referee | | | | | |
| Daytime Phone | | Mobile | | | |
| Email | | | | | |

(4) ENDORSEMENT OF SCHOOL PRINCIPAL

I endorse this nomination and the comments made on the accompanying Statement of Community Service with respect to this student.

SignedDate / / 2021

Name of Principal, Head of School (or equivalent).....

Submit form via email (preferred) or post, to be received by Monday 2 August 2021 to:

Geoff Cowles OAM, SSCA Coordinator
The Order of Australia Association, Qld Branch
16 Kanturk Street, Ferny Grove, Qld 4055

Phone: 3351 4991
Email: geoffrey.cowles@bigpond.com

Include the words "Secondary Schools Citizenship Award Nomination" in the subject heading

PLEASE CHECK THAT THE ACCOMPANYING STATEMENT OF COMMUNITY SERVICE IS SIGNED.