


HOËRSKOOL STELLENBERG HIGH SCHOOL  Laet Kennis Leef Let Knowledge Live		POLICY: PRIZE GIVING, COLOURS AND AWARDS CRITERIA	
For approval by		Policy formulation	Honorary Colours Committee
Version date	15 June 2022	Application field	
Revision date	Aug 2022	HRM Policy Number	

1. GOALS

- 1.1 To reward learners who have achieved exceptionally well in a manner worthy of the achievement.
- 1.2 To bestow recognition upon learners who have rendered services to the school in an exceptional manner or have promoted the image of the school.
- 1.3 To reward learners who have distinguished themselves in terms of perseverance, diligence and commitment.
- 1.4 To provide an opportunity for the ceremonial inauguration of elected learner leaders.
- 1.5 To develop the awards ceremony into a truly prestigious event that will be significant as a highlight of the school year.

2. GENERAL POLICY

- 2.1 Donation of cups, trophies, etc. must be preceded by consultation with the Principal and the Honorary Colours Committee.
- 2.2 Awards of a higher order must carry greater face value than those of a lower order.
- 2.3 Awards are considered on the basis of clear, predetermined criteria.
- 2.4 The number of awards is limited to predetermined categories unless otherwise decided by the Principal and committee.
- 2.5 Where awards are based on subjective judgement, a committee, consisting of the school management and teaching personnel who have nominated learners/teams for the specific category, will determine the prize winners.
- 2.6 If, in a particular year, there is no suitable candidate in a specific category, the relevant award is not presented.
- 2.7 Nominations for special awards are submitted to the Principal for consideration.
- 2.8 In the case of exchange/floating cups or trophies, the learner receives a medal as a bestowal.

- 2.9 The planning and organisation of the function is exclusively a personnel matter. One member of a particular year's committee should preferably serve on the committee in the following year.
- 2.10 The Prize Giving takes place as late as possible in the year, but at a suitable time when matriculants can participate in the occasion.
- 2.11 Awards for Grades 8-12 will be presented at the prize-giving ceremony as well as honorary colours for Grade 12.
- 2.12 The programme is subject to approval by the Principal and may also provide for learner participation.
- 2.13 The invitation of a guest speaker and guests of honour is, at all times, conducted in consultation with the Principal.
- 2.14 Prize winners are nominated in the third term by way of the school's own nomination forms. These forms are submitted to the relevant portfolio heads for recommendation whereafter the nominations will be presented to the Principal and the Honorary Colours Committee for final approval.
- 2.15 The occasion is also availed for the announcement of elected learner leaders.
- 2.16 The Principal reserves the right to disqualify any candidate for an award.
- 2.17 Amendment of criteria can transpire in the event of exceptional circumstances, such as a pandemic.

3. GENERAL GUIDELINES

- 3.1 Prize winners must be finalised on predetermined dates.
- 3.2 All trophies and medals must be sent to the engraver at least ONE month prior to the award ceremony.
- Each trophy must be clearly marked with the learner's first name and surname (correct spelling verified).
 - Where no award is presented, the words "no award" are affixed to the trophy.
 - The medals for grade positions must be engraved with the learner's name, surname, year and the grade position.
 - Medals for highest awards must be engraved with the learner's name, surname and the year.
- 3.3. The format of the special award must be decided timeously, in consultation with the Principal, so that it can be produced in time.
- 3.4 Guests of honour, in advisement with the Principal, must be invited expeditiously and final arrangements, in connection with the function, sent to the guests subsequent to their positive response to the invitation.

- 3.5 Certificates for the prize winners are printed at the school. Each of these certificates must be corroborated with regard to:
- correct spelling of the given name,
 - language medium of the learner;
 - subject for which the learner receives the certificate.
- 3.6 Book prize winners in Grade 12 each receive a gift voucher. The envelope and gift voucher award must be verified with regard to:
- correct spelling of the given name,
 - language medium of the learner.
- 3.7 Advance arrangements must be made for photographs of the prize winners to be taken on the same evening.
- 3.8 After the prize-giving function, the organisers must compile a transcript containing all relevant information regarding the programme, guests, prize winners etc. for record purposes.
- 3.9 The organiser must also place orders timeously so that the correct number of medals, highest award badges and buttons, ties and learners' council badges (in both languages) will be available for the subsequent award ceremony.
- 3.10 Prize winners are rehearsed in a predetermined order.
- 3.11 Attendance:
The prize-giving ceremony is a mandatory function for the following groups:
- the personnel
 - all prize winners
- It is the responsibility of the committee/organisers to ensure that all prize winners do attend the event.
- 3.12 Behaviour and appearance of learners:
- Learners wear formal attire with a tie and jacket.
 - The award ceremony is the showcase of our learners and their achievements and therefore their appearance and behaviour must be impeccable.
- 3.13 Additional academic award ceremonies:
- January: Grade 12 NSC results: A-candidates
February/March: Grade 8 to Grade 11 (subject prizes, academic honours for the previous year and *summa cum laude*)
- 3.14 All trophy winners also receive a medal. No prize winner is permitted to take home an exchange/floating trophy.

DEPARTMENT: ACADEMICS

Criteria for academic awards

1. Prizes are awarded on the basis of learners' promotion marks (Grade 8-11's final report marks and Grade 12-SBA mark, PAT and oral marks).
2. If learners have achieved the same result, the award will be presented to all the learners concerned. Raw results are not used to distinguish between a first and second position.
3. The highest average percentage is calculated on: 4 compulsory subjects and 3 best elective subjects. LO and additional subjects are included. Only WCED subjects will be taken into account.
4. Learners must complete all SBA tasks that includes converted marks (see policy 25 and policy 87 for allocation of converted marks and absences).
5. Subject specialists and grade positions:
 - Learners must complete both June and November examinations to be eligible for subject prizes and degree positions.
 - If a learner has presented a valid reason for not writing the exam, the case is presented to the Management. The Management determines whether the learner involved may indeed be eligible for the relevant subject prize and/or grade position.

Possible valid reasons:

- Illness confirmed by a medical certificate
- Participation in a competition where the learner represents the school, provincially or nationally
- Attending a meeting of an educational nature
- Death of a family member
- Subject change after the June examination
- New learner after the June exam
- Exchange students: e.g. learners who complete the school year in 2 years (Both exams must be completed at Stellenberg. Learners are eligible for all prizes.)

1. **CATEGORY: HIGHEST AWARD: DUX LEARNER – GRADE 12**

Award : Exchange trophy and gilded medal
Criteria : Highest average achievement in Terms 2 and 3 (examination terms)
: Above and including 80% in Grade 12

2. **CATEGORY: HIGHEST AWARD: ACADEMIC PERSEVERANCE (Grade 12 only)**

Award : Exchange trophy and gilded medal
Criteria : Academic persistence until the conclusion of term 3, despite the learner's circumstances. Nominations are submitted to the Management team.

3. CATEGORY: HIGHEST GRADE POSITIONS

Award	:	Medal
		First position (Dux) - exchange trophy and gilded medal
Grade 12	:	Second position - silver medal
	:	Third position - bronze medal
Grade 10-11	:	First three positions - bronze medals
Criteria	:	Learners who occupy the first three positions in the category "highest performance".

4. CATEGORY: HIGHEST SUBJECT ACHIEVEMENT

Grade 12 subject prizes: Top three candidates per subject are announced.

Criteria: Highest average percentage for SBA mark (+PAT+oral) (learners must complete the entire exam), and a minimum of 70% must be attained for the subject prize to be awarded.

Grades 8 to 11 subject prizes: Prizes are awarded based on learners' promotion marks for the subject. Learners must complete the entire exam in the months of June and November to be eligible for the subject prize. If learners attain the same promotion results, the prize will be shared. In instances where doubt arises, cases must be submitted to the Deputy Principal (Academics). (See criteria for academic awards)

The award is:

Grade 12: gift voucher plus diploma (first position); diploma (second and third positions)

Grades 8-11: diploma (first position only)

OTHER ACADEMIC AWARDS

Additional subject prizes (Grade 12):

will be considered by the academic committee and Deputy Principal (Academics) on an annual basis. e.g.

- Eduvos Exchange Trophy: Highest achievement in IT & Mathematics
- PWC: Highest achievement in Mathematics and Accounting
- C2M: Highest achievement in Accounting
- Most language-proficient learner (bilingualism)
 - Exchange trophy and bronze medal
 - Award is granted on the basis of both home languages alone.
 - Grade 12 learner who:
 - Completed the June as well as the September examination, and
 - highest SBA average in Afrikaans as well as English Home Language achieved.
- Highest average achievement in Creative Arts (Design/Visual Arts) **and** Performing Arts (Music/Drama).

Academic progress:

Grade 12: Learner receives a certificate.

Highest average progress from Grade 10 to Grade 12 (Gr.10 promotion mark, Gr.11 promotion mark, Gr. 12: terms 1 to 3) Note: the learner must take the same subjects in all three years.

5. CATEGORY: SPECIAL AWARDS (PRINCIPAL'S AWARD)

Award : Trophy
Criteria : 1. Consistent perseverance
2. Meritorious progress
3. Exceptional achievement in a subject-related field

CATEGORY: CULTURE

1. CULTURE SPECIALISTS / MERIT AWARDS FOR CULTURE

1.1 GENERAL KNOWLEDGE

Award : Floating trophy and bronze medal
Criterion : Designated on the basis of performance in the annual general knowledge tests

1.2 ACTOR OF THE YEAR

1.3 ACTRESS OF THE YEAR

Award : Floating trophy and bronze medal
Criterion : Outstanding performance during a play or musical presented by the school

1.4 MOST VERSATILE ACTOR/ACTRESS

Award : Floating trophy and bronze medal
Criterion : Most versatile performance during stage production(s) or musical

1.5 ENGLISH DEBATING: BEST JUNIOR SPEAKER

1.6 ENGLISH DEBATING: BEST SENIOR SPEAKER

Award : Floating trophy and bronze medal
Criterion : Awarded during a debating competition judged by external parties and predetermined criteria. The final decision lies with the committee in instances where there is more than one winner.

1.7 ENGLISH DEBATING: VALUED CONTRIBUTION

Award : Floating trophy and bronze medal
Criterion : Awarded to a learner who has participated in Interschool Debating Competitions from Grade 8 to Grade 12

1.8 BESTE AFRIKAANSE DEBATTEERDER: JUNIOR

1.9 BESTE AFRIKAANSE DEBATTEERDER: SENIOR

Toekenning : Zandra Duvenhage-wisseltrofee en bronsmedalje
Kriteria : Aangewys tydens 'n debatkompetisie met eksterne beoordelaars volgens standaardbeoordelingskriteria. Indien daar meer as een wenner in die jaar aangewys is, berus die besluit by die komitee.

1.10 BESTE AFRIKAANSE REDENAAR: JUNIOR

1.11 BESTE AFRIKAANSE REDENAAR: SENIOR

Toekenning : Wisseltrofee en bronsmedalje
Kriteria : Aangewys tydens 'n redenaarskompetisie met eksterne beoordelaars volgens standaardbeoordelingskriteria. Indien daar meer as een wenner in die jaar aangewys is, berus die besluit by die komitee.

1.12 PHOTOGRAPHER OF THE YEAR

Award : Floating trophy and bronze medal
Criterion : Learner who made the most significant contribution as a photographer

1.13 MOST SIGNIFICANT CONTRIBUTION: MEDIA (JOURNALISTIC CONTRIBUTION)

Award: : Floating trophy and bronze medal
Criteria : Contribution of an exceptionally high standard that promotes the quality and status of the publication
Genre : Literary or other contribution to school newspaper, yearbook or school's official social media platform
: Meritorious advocacy of a column.

1.14 BEST PROGRESS IN SINGING AS A SUBJECT OR AS AN EXTRAMURAL SUBJECT

Award : Elizabeth Wright Solo Singing Trophy and bronze medal
Criterion : The objective of this trophy is to encourage the learner who delivers work of a consistently high standard and displays true passion for singing. The trophy is not necessarily awarded for highest overall results but, rather, for diligence, enthusiasm, talent and consistency.

1.15 BESTE (SANG)ENSEMBLE: Cornel Riedemann-trofee

Toekenning : Cornel Riedemann-wisseltrofee en bronsmedalje
Kriteria : Die trofee word toegeken aan die sangensemble wat die beste prestasie tydens 'n eksterne kompetisie behaal het. In gevalle waar daar geen kompetisies was nie, kan die wenners deur die kultuurhoof in samewerking met die hoof van musiek bepaal word.

1.16 MOST SIGNIFICANT MUSICAL CONTRIBUTION IN THE DEPARTMENT OF MUSIC

Award : Stellenberg High School Department of Music Trophy and bronze medal
Criteria : The objective of this trophy is to acknowledge a commendable music learner. The trophy is not only pertinent to performance; criteria for bestowing include dedication to the activities of the music department, helpfulness and a positive attitude. 'n Trofee om erkenning te gee aan 'n verdienstelike musiekleerder.

1.17 OUTSTANDING ACHIEVEMENT IN MUSIC

Award : Floating trophy and bronze medal
Criteria : Outstanding achievement(s) in any field in music, officially representative of the school.
: Versatility in the field of music.

1.18 OUTSTANDING CHORAL CONTRIBUTION

Award : André van der Merwe Floating Trophy and bronze medal
Criterion : The choir leader determines which learner has made the best/most significant contribution to the choir.

2. HIGHEST AWARDS

These awards are reserved for Grade 11 and 12 learners only. In exceptional cases, a Grade 10 learner may be considered.

2.1 OUTSTANDING CULTURAL ACHIEVEMENT: FEMALE

2.2 OUTSTANDING CULTURAL ACHIEVEMENT: MALE

Award : Floating trophy and gilded medal
Criteria : Meaningful contribution to the advancement of culture in the school
: Active involvement in the cultural field, characterised by service
High levels of achievement in any cultural field, officially representative of the school

Points awarded:

Participant :	Winner / Award: School level	1
	Winner / Award: Regional level	2
	Winner / Award: Provincial level	3
	Winner / Award: National level	4
	Winner / Award: International level	7

2.3 MOST VERSATILE CULTURAL ACHIEVEMENT

Award : Floating trophy and gilded medal
Criteria : Meaningful contribution to the advancement of culture in the school
: Active involvement in a variety of cultural areas, characterised by service to the school
: Extraordinary achievement in more than one cultural area, officially representing the school

2.4 CULTURE TEAM OF THE YEAR

Award : Shield
Criteria : The culture committee will discuss nominations for *Culture Team of the Year* and a winner will be determined by consensus. The award is conferred to the team that has garnered the most commendation for its accomplishments as well as an exemplar for

the school. Aquiring the most praise and "winning motive" are, however, not the most important criteria.

SPORTS AWARDS:

Only Grade 11 and 12 learners may be considered for *Sportsman/woman of the Year*,

Most versatile Sportsman/woman of the Year and *Sportsmanship – boy and girl*.

If, according to the sports committee, the performance of a Grade 10 learner is of such a nature that it is competitive with the above mentioned, this may be considered by the sports committee.

(The criteria for categories 1 to 6 serve as guidelines only.)

HIGHEST AWARD CATEGORIES:

AWARD OF MERIT: SPORTS

Each type of sport determines the criteria according to which the award is presented.

Award: Sport Exchange Trophy and Bronze Medal

1. Athletics: girl and boy
2. Athletics: Dale Trophy
3. Cycling: girl and boy
4. Golf: girl and boy
5. Hockey: girl and boy
6. Cricket: girl and boy
7. Cross country: girl and boy
8. Squash: girl and boy
9. Netball
10. Rugby
11. Rugby Sevens
12. Chess
13. Swimming: girl and boy
14. Tennis: girl and boy
15. Biathlon: girl and boy
16. Best Junior Sporting Achievement: boy and girl (Criteria: Same as for Sportsman and Sportswoman)

HIGHEST AWARD

Only Grade 11 and 12 learners may be considered for *Sportsman/woman of the Year*, *Most versatile Sportsman/woman of the Year* and *Sportsmanship – boy and girl*.

If, according to the sports committee, the performance of a Grade 10 learner is of such a nature that it is competitive with the above mentioned, this may be considered by the sports committee.

(The criteria for categories 1 to 6 serve as guidelines only.)

1. SPORTSMAN OF THE YEAR

Award	:	Floating trophy and gilded medal	
Criteria	:	Outstanding achievement, sportsmanship	
	:	Exceptional performance in a school sport	
	:	<i>If two or more candidates are comparable, the following criteria can be considered:</i>	
		Provincial Colours	3
		SA medal winner (silver and bronze) or	
		SA: B team	4
		SA Team/SA Champion	8
		Sportsmanship	3
		<i>Behaviour:</i>	
		On the sports field	2
		General behaviour and example set	2

- No team performance may be taken into account to determine the award for *Sportsman and woman of the Year*.
- Inclusion in a WP or SA training team or as a non-travelling reserve of said teams - score THREE points. If a learner is elected to an SA team, the above is nullified.
- If the circumstances warrant it, versatility of the sportsman or woman may be considered.

2. SPORTSWOMAN OF THE YEAR

Award	:	Floating trophy and gilded medal
Criterion	:	(See Sportsman)

3. MOST VERSATILE SPORTSWOMAN

Award	:	Floating trophy and gilded medal
Criteria	:	* More than one school sport in first teams of the school
		* Provincial colours in school sports

1. The first mentioned criteria are always the first considered for the award.
2. If there is a tie, provincial colours in a school sport takes preference.
3. If there is still no result, SA colours in a school sport becomes the criterion for the award.

4. MOST VERSATILE SPORTSMAN

Award	:	Floating trophy and gilded medal
Criteria	:	The same criteria applies as for most versatile sportswoman.

5. SPORTSMANSHIP: BOY AND GIRL

Boy	:	Floating trophy and gilded medal
Girl	:	Floating trophy and gilded medal
Criteria	:	Expression and commitment to sportsmanship

Define practical examples of sportsmanship as mentioned by proposer in motivation.

- competence in sport
- fair competition
- courteous relations/behaviour on and away from the sports field
- gracious acceptance of victory or defeat
- fairness/equitableness towards opponents
- no unlawful behaviour on or away from the sports field

Award	:	Floating trophy and gilded medal
Criterion	:	Expression and commitment to sportsmanship

SECTION: GENERAL

CATEGORIES

1. OLYMPIAD: HIGHEST AWARD

Award	:	Floating trophy and gilded medal
Criteria	:	Best performance in an Olympiad at national level. In cases where there is more than one exceptional performance in a specific year, the winner is determined by means of a points system. Factors to consider include: the number of participants, and points scored. If consensus cannot be reached, the award may be shared.

2. ENTREPRENEUR OF THE YEAR: AWARD OF MERIT

Award	:	Floating trophy and bronze medal
Criteria	:	Learners are offered the opportunity to submit a short business plan or summary to be eligible for this trophy. The applications are assessed, in collaboration with the subject heads of the commerce departments, to determine the winner. Criteria include profitability and innovation.

3. VERSATILITY: HIGHEST AWARD

Award	:	Floating trophy and gilded medal
Criteria	:	Most versatile senior learner in all categories. Points are awarded for each school-related category viz. academics, sport, culture, leadership and service.
Culture	:	Outstanding contribution to culture
Sport	:	(see points system: sports boy/girl)
Academics	:	(see honorary colours awards)
		1 point per award
		2 points highest award

4. **SUMMA CUM LAUDE**

Award : Honours Jacket (maroon) with *summa cum laude* Crest
Criteria : 4 x Academic Honour Colours
1 x Sport (honorary colours)
1 x Culture (honorary colours)
Consistent participation in school sports and cultural disciplines is a prerequisite.

5. **SPECIAL AWARDS (PRINCIPAL'S AWARD)**

Award : Functional trophy
Criteria : Perseverance, progression, service, leadership, special contribution and/or performance in the field of sports within/outside school context.