



GLENWOOD HOUSE COLLEGE AWARDS POLICY

INTRODUCTION/PREAMBLE

Glenwood House encourages participation, loyalty and commitment in pursuit of excellence in all spheres of school life.

These qualities are all recognised in the school's system of awards.

The following categories/disciplines are eligible for awards:

- Academics
- Sport
- Cultural
- Service
- Enviro



Levels of awards: (Refer to each discipline for criteria)

- **Certificate**
- **Half-Colours: Scroll** (Please note specific criteria for Service and Enviro).
- **Full Colours: Winged scroll** (Only Grade 10 to 12 learners qualify for full colours, with the exception of Academics. Only Grade 11, 12 learners qualify for full colours for Service and Enviro).
- **Special tie/scarf/pin:** Awarded for representing SA in a recognised school sport.
- **Honours Blazer:** A white blazer is awarded to the HEAD OF SCHOOL and may also be awarded as HONORE ET LABORE. (See requirements).



GENERAL STIPULATIONS

Since the awarding of colours encompasses more than mere achievement, certain general rules apply.

- Full commitment and loyalty to the relevant team/discipline in terms of attendance, matches and competitive fixtures (where applicable) will be required.
- Behaviour, attitude, discipline, sportsmanship and work ethic must be of a high standard.
- Having obtained provincial colours does not automatically qualify a learner for a Glenwood House award.
- Only recognised school activities qualify a learner for colours.
- All awards are considered and finalised by the committee of teachers relevant to the specific discipline.

The following rules apply to the wearing of colour awards:

- Only ONE half-colour scroll per discipline may be worn on the blazer.
- Once a full colour scroll has been attained, the half-colour scroll for that discipline is to be removed from the blazer.
- Only if colours are awarded for different disciplines, may more than 1 scroll be worn.
- ONLY Glenwood House badges (Lab Assistant, Merit Badge, Top 10, GKC, etc.) may be worn on the blazer. Badges received for participation in tournaments, etc. may NOT be worn on the school blazer.
- Specific concessions may be made for a short period of time (usually one term) for specific fund-raising initiatives, like Rhino armbands, ribbons, cancer awareness or similar.
- **WHITE BLAZER:**
 - Only TWO WHITE scrolls may be worn: HEAD OF SCHOOL and/or HONORE ET LABORE.
 - NO navy scrolls may be worn on the white blazer.
 - A white blazer supersedes all other awards.
 - If the HEAD OF SCHOOL has received other awards which do not qualify for the HONORE ET LABORE scroll, these remain on either the normal school blazer or may be added to the navy prefect blazer but may NOT be worn on the white blazer.



HONOURS BLAZER (WHITE)

The blazer is awarded for holistic achievement, not for a single meritorious achievement of any kind.

The school reserves the right to make this award in exceptional circumstances, as deemed fit.

The Honours Blazer may be awarded to a learner in Grade 11 or 12. Only colour awards received in Grades 11 or 12 will be taken into consideration.

RE-AWARD OF BLAZER.

Full Colours should be maintained in at least two categories to be rewarded a white blazer in Grade 12.

The following achievements warrant receiving an Honours Blazer:

- **Head Boy/Head Girl:** awarded an Honours Blazer with wording: **HEAD OF SCHOOL.**
- **Full colours in THREE categories OR full colours in TWO categories AND half-colours in another TWO categories** qualify for the awarding of an Honours Blazer with the wording: **HONORE ET LABORE.**



ACADEMIC AWARDS POLICY

Full colours may be awarded to Grade 8 and Grade 9 learners, but these will not be taken into consideration for the awarding of an Honours Blazer. Only Full colours achieved in Grade 11 and Grade 12 are eligible for the Honours Blazer.

Grade 8 and 9	Certificate	Half Colours	Full Colours
Easter + Trinity - 50%	75% average	80% Average	85% Average
Pentecost - 50%			
	No subject below 55%	No subject below 60%	No subject below 65%
Grade 10 and 11	Certificate	Half Colours	Full Colours
Easter + Trinity - 50%	70% Average	75 % Average	80% Average
Pentecost - 50%			
Grade 12	Certificate	Half Colours	Full Colours
Easter + Pentecost - 50%	70% Average	75% Average	80% Average
Trinity - 50%			

7UP awards

These are awarded to students who term on term or year on year have improved their academics by at least 7%.



Gold Leaf Awards

1. Rationale

The Gold Leaf Award aims to celebrate the hard work and determination of students within a grade. It serves as a motivator for students to achieve academically.

2. Criteria

The Gold Leaf Award is not based on specific ranking within a grade. This award is bestowed in alphabetical order of surnames, and the specific rank of the awardees are not mentioned in the ceremony.

The Gold Leaf is awarded to students who achieve the criteria for Full Academic Colours:

- Grades 8 and 9
Obtain a minimum average of 85% in an academic cycle
- Grades 10 to 12
Obtain a minimum average of 80% in an academic cycle

3. Procedure and Ceremony

- The Head of Academics will establish Gold Leaf Award winners using SIMS.
- Alphabetical lists of awardees will be established and sent to the Medals Coordinator to source the Gold Leaves.
- A special assembly will be held at which students will receive their Gold Leaves.
- The two Grade Heads will read and distribute the Gold Leaves to the students in their grades.
- The Head of School will join the Grade Heads in congratulating the awardees.
- Every student will receive a Gold Leaf and a Gold Leaf Certificate at the assembly.
- The Gold Leaf Certificate will be cycle-specific and can be kept by the awardee as testimony to their Gold Leaf Award.
- All Gold Leaves must be returned at the start of the next academic year to be earned again and distributed to the next cycle's awardees. The names of the previous Gold Leaf awardees will be circulated to Register Teachers, who will then collect these awards, and hand back to the Medals Coordinator.

4. Platinum Leaf

The Platinum Leaf is bestowed on Grade 11 students who obtained an average of 90% and above in all three cycles of the Grade 11 year.

The awardees can wear this Platinum Leaf in their full Grade 12 year.

The awardees can still qualify for Gold Leaves during the academic cycles of Grade 12, but they will be able to wear the Platinum Leaf as an award for their hard work and determination during their Grade 12 year.

The Platinum Leaf becomes an extraordinary academic achievement that will be awarded to only a few students, if any, in Grade 11 of the same year.



SPORTS AWARDS POLICY

Purpose of awarding pupils

To recognise the talent and commitment of pupils who excel within, and beyond, inter schools sport.

Pre-requisite for all awards

Full commitment to the relevant Glenwood House Team. Full commitment is required in terms of attendance at practice and matches/competitive fixtures. The behaviour, attitude, discipline and sportsmanship of a pupil during practices and competitive fixtures must be of a high standard. A student guilty of drug use/abuse or a student found guilty at a disciplinary hearing at school for a level 3 offence, will not be awarded colours that year. If a student is considered to fall short in any of these categories he/she will not be eligible for an award.

Representative Colours

Provincial Colours does not automatically qualify a pupil for a Glenwood House Award.

Provincial recognition will only be given to pupils who compete for the team in the official IPT Tournament. Those who are selected but voluntarily withdraw will not be recognised.

Any pupil who is selected for a representative team must provide official written documentation, signed by the governing body of that sport, and submit this to the college sports co-ordinator.

A student has to participate for the provincial team to get colours. In the event where a provincial tournament is cancelled by organizers, the committee may use their discretion to make the award or not.

Awards Committee

Committee: Executive representatives, Sports coordinator, Managers and/or Sports Coaches. The quorum for the committee is five.

Awards process: All nominations must be submitted to the committee for discussion. Any issues that cannot be decided based on the criteria, or unique cases, will be put to the vote and a majority decision will be accepted.



The committee has the right, and responsibility, to consider criteria in light of individual circumstances.

All decisions are subject to the approval of senior management.

The awards committee will meet at the end of the summer, and winter, sporting seasons. Awards will only be considered for sports at the end of their competitive season, i.e. summer sports run in Term 1 and 4, therefore, nominations for awards will be at the end of Term 1. In the case of Eden/SWD selection in Term 4, this will be recognised as part of the next years award cycle unless the student is in Grade 12.

The committee has the prerogative to make awards to “old” students who excelled after their school career in the form they feel fit to do.

Presentation of Awards

School awards ceremony: end of sports year (Sept/Oct). Certificates of recognition will be presented for Full and Half Colours.

Awards assemblies: scrolls and merit certificates will be presented.

Sports Disciplines recognised at Glenwood

Athletics, Cricket, Tennis, Hockey, Netball, Rugby, Golf, Water Polo, Cycling, Swimming, Equestrian, Chess, Cross Country, Triathlon/Duathlon, Pentathlon*.

*(*Pentathlon includes any of: Biathlon, Triathle, Biathle, Laser Run and Pentathlon treated as one sport; as all are administered by Pentathlon South Africa.)*

Pre-requisite: Pupils will only be considered if they represent Glenwood House in the inter-school competitions).

Recognition of non-school sports disciplines

Representative colours will be recognised by the award of a Sports Certificate. The pre-requisite criteria apply as with all awards. A special pin is awarded to a student who represents South Africa in a non-school sport.

For Example: Soccer, Karate, Judo, Gymnastics, Surfing, Sailing, Fishing, Road-running, Padel, Squash etc.



SPORTS AWARDS STRUCTURE

Award	Event for presentation of award	
Full Colours (Grade 10 – 12)	Assembly & end of year awards ceremony	Winged scroll
Half Colours	Assembly & end of year awards ceremony	Scroll
Sport Merit	Awards assembly	Certificate
Junior Sportsman of the year	End of year awards ceremony	Trophy
Senior Sportsman of the year	End of year awards ceremony	Trophy
Junior Sportswoman of the year	End of year awards ceremony	Trophy
Senior Sportswoman of the year	End of year awards ceremony	Trophy
Player of the Year	End of year awards ceremony	Trophy



OFFICIAL SCHOOLS AWARDS

Awards Criteria for recognised School Sports Disciplines

Criteria	Athletics	Tennis	Cricket	Swimming	Water Polo	Biathlon Triathlon Pentathlon	Chess
<u>Certificates</u> Represented first team in 75% of fixtures over one year.							
<u>Half Colours (in addition to pre-requisite criteria)</u> 1. EDEN/SWD/WC u14-u19 Representative team. 2. Grade 8 and grade 9's are only eligible for half-colours. 3. Represented first team in 75% of fixtures over two years.	EDEN U14 U15	EDEN U14 U15	SWD U14 U15	EDEN Level 2+	EDEN U14 U15 U16	EDEN U14 U15	EDEN U14 U15
<u>Full Colours (Grade 10, 11 & 12) (in addition to pre-requisite criteria)</u> 1. SWD / EDEN U16 to u19. 2. Must have represented EDEN/SWD/WC at the Interprovincial Tournament. 3. Represented first team in 75% of fixtures over three years. (U16 and 1 st team for Rugby)	EDEN U16 (gr10) U17 U18 U19	EDEN U16 (gr10) U17 U18 U19	SWD U16 (gr10) U17 U18 U19	EDEN Level 3	EDEN U17 U18 U19	EDEN U16 (gr10) U17 U18 U19	EDEN U16 (gr10) U17 U18 U19
<u>Special Award</u> National Colours.							

	Rugby	Hockey	Netball	Cycling	Cross Country	Golf
<u>Certificates</u> Represented first team in 75% of fixtures over one year.						
<u>Half Colours (in addition to pre-requisite criteria)</u> 1. EDEN/SWD/WC u14-u19 Representative team. 2. Grade 8 and grade 9's are only eligible for half-colours. 3. Represented first team in 75% of fixtures over two years.	SWD U14 U15	EDEN U14 U15	SWD U14 U15	Eden Juniors	EDEN U14 U15	EDEN U14 U15 Rank 5-15
<u>Full Colours (Grade 10, 11 & 12) (in addition to pre-requisite criteria)</u> 1. SWD / EDEN U16 to u19. 2. Must have represented EDEN/SWD/WC at the Interprovincial Tournament. 3. Represented first team in 75% of fixtures over three years. (U16 and 1 st team for Rugby)	SWD U16 (gr10) U17 U18 U19	EDEN U16 (gr10) U17 U18 U19	SWD U16 (gr10) U17 U18 U19	Eden Seniors	EDEN U16 (gr10) U17 U18 U19	EDEN U16 (gr10) U17 U18 U19 Rank 1-4
<u>Overall Sport Full Colours:</u> for achieving Half Colours in three or more sporting categories in the Gr11/12 year. Re-awards can be included.						



SPORTSPERSON OF THE YEAR AWARD CRITERIA

This will be awarded to pupils who have participated in official Glenwood House School sporting codes and must also participate in at least one sporting code at Provincial level.

The points system (as outlined below) will be used as a guide to determine the winner of this award. If points are even, School sport participation at the highest level will determine the winner.

Only the highest representation per school sport and non-school sport in each discipline is considered.

Category	Points Awarded
Represented SA School Sport	25
Represented SA non-school sport	15
Provincial Team school sports only	10
Provincial Team non-school sport	7
SA Medallist school sports only	10
SA Medallist non-school sport	7
1 st Team in age group School Sport	5
Captain of team School Sport	2
School Team (u16, u15, u14)	4
Victrix/Victor Ludorum/Player of the Year School Sports	4
<i>Sportsmanship – Improving the school Reputation/Exemplary Yellow/Green/Red cards / Disciplinary Issues</i>	+3 (upto) -3 (upto)



High School Horse

Criteria For Equine Colours

Horse	Show Jumping	Dressage	Equitation	Performance Riding	Working Riding	Working Hunter	Prix Caprilli	Eventing/ Stadium Eventing	Vaulting
Level 0	50cm 60cm	Walk/Trot (Dsa into level)	45cm Special Rider	Rising Stars	Rising Stars		Rising Stars		
Level 1	70cm	Prelim (DSA Training)	60cm Special Rider	Beginner	Beginner	60cm	Beginner	65cm	E Grade Horse
Level 2	80cm	Novice (DSA 1 st Level)	70cm Welcome						
Level 3	90cm	Elementary (DSA 2 nd Level)	80cm Welcome	Pre-Novice	Pre-Novice	70cm	Novice	75cm	D Grade Horse
Level 4	1.00m		90cm Novice						
Level 5	1.10m	Medium (DSA 3 rd Level)		Novice	Novice	80cm	Intermed	85cm	C Grade Horse
Level 6	1.20m		1.00m intermediate					95cm	1* Horse
Level 7	1.30m	Advanced (DSA 4 th Level)	1.10m Open	Open	Open	90cm	Advanced	1.05m	2* Horse

High School Pony

Horse	Show Jumping	Dressage	Equitation	Performance Riding	Working Riding	Working Hunter	Prix Caprilli	Eventing/ Stadium Eventing	Vaulting
Level 0	50cm 60cm	Walk/Trot (Dsa into level)	45cm Special Rider	Rising Stars	Rising Stars		Rising Stars		
Level 1	70cm	Prelim (DSA Training)	50cm Special Rider	Beginner	Beginner	60cm	Beginner	65cm	E Grade Horse
Level 2	80cm	Novice (DSA 1 st Level)							
Level 3	90cm	Elementary (DSA 2 nd Level)	60cm Welcome	Pre-Novice	Pre-Novice	70cm	Novice	75cm	D Grade Horse
Level 4	1.00m		70cm Novice						
Level 5	1.10m	Medium (DSA 3 rd Level)		Novice	Novice	80cm	Intermed	85cm	C Grade Horse
Level 6	1.20m		80cm intermediate					95cm	1* Horse
Level 7			90m Open	Open	Open	90cm	Advanced	1.05m	2* Horse

- **For Half Colours** – Level 3-5 Western Cape Team Sanesa Eden Team level 6 and 7 Sanesa. And Novice Teams at Youth Champs.
- **Full Colours level 6 and 7** – Western Cape Sanesa team and Open Teams at Youth Champs.



CULTURAL AWARDS POLICY

COMMITTEE MEMBERS: Exec representatives, Head of Culture, Head of each Activity listed below.

The committee will sit annually to adjudicate the comparative strengths and weaknesses of competitions, eisteddfods, olympiads etc., as these change on a regular basis, and the goal is to ensure consistency and strength across the cultural landscape.

Many cultural activities take place outside the scope of official school events. Therefore, **it is the responsibility of each student applying for a Cultural Award to submit a comprehensive record of their achievements**—including eisteddfod results, qualifications, and any other relevant accomplishments—to the designated teacher at the end of the year in which they were attained. This must be done even if the achievements were submitted earlier in the year.

TAKE NOTE:

Overall Cultural Full Colours: for achieving Half Colours in three or more cultural categories in the Gr11/12 year. Re-awards can be included.

Full Colours will only be awarded if performances undergo external adjudication.

Eisteddfod Achievements will only count towards Colours if:

- Full Colours: Category winners or a special award for specific categories.
- Half Colours: Juniors Category winner or participation at a Gala Event (or 2 A++)

SPEECH AND DRAMA	
AWARD	DESCRIPTION OF CRITERIA
CERTIFICATE	GRADE 8 TO 12 STUDENTS QUALIFY FOR THIS AWARD • Student displayed dedication and loyalty to SPEECH AND DRAMA throughout the year, <u>and</u> • Participation in at least one school event, including performances at assemblies and functions, <u>and</u> • 'Local' level performance at an external event. • For Grade 12 students only – acknowledgement of significant participation in the cultural activities offered by the school over the schooling years and playing a substantial role in promoting the cultural programme of the school.
HALF COLOURS	GRADE 8 TO 12 STUDENTS QUALIFY FOR THIS AWARD • All criteria for a certificate <u>PLUS</u> • Regular attendance at practice, <u>and</u> • Respect for peers and coaches, <u>and</u> • Displays a very high level of skill and talent on stage in a lead role in a Production and delivered a performance that is deemed to be a brilliant theatrical performance as judged by the cultural panel (only in the year of a Production), <u>or</u> • 'District /Regional' level speech & drama performance at an external event.



FULL COLOURS	GRADE 10 TO 12 STUDENTS QUALIFY FOR THIS AWARD • All criteria for half colours PLUS • Commitment to Speech and Drama at school, and • Played a significant role in speech and drama at the school and assisted with the development of the cultural programme at the school, and • Performed a lead role in a Production and performed exceptionally well or • Received outside recognition of talent as a podium at a provincial or national level
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CULTURAL AWARDS POLICY

LITERARY ARTS	
AWARD	DESCRIPTION OF CRITERIA
CERTIFICATE	GRADE 8 TO 12 STUDENTS QUALIFY FOR THIS AWARD • Must have displayed dedication and loyalty to the LITERARY ARTS throughout the year, and • Whose written work is classified as exemplary by the language departments – an internal decision within the departments, and • Participation in an external Olympiads or writing competition – at least a B symbol (silver or 70%).
HALF COLOURS	GRADE 8 TO 12 STUDENTS QUALIFY FOR THIS AWARD • All criteria for a certificate PLUS • Participated in an Olympiad or national writing competition and achieving a gold or two silvers, or • Participating in an Eisteddfod and obtaining more than 80% in three different written pieces. or • Podium in a provincial level writing performance at an external event.
FULL COLOURS	GRADE 10 TO 12 STUDENTS QUALIFY FOR THIS AWARD • All criteria for half colours PLUS • Received outside recognition or acclaim – nationally distributed publication, contracts, etc. • OR received outside recognition of talent as a podium performer at a national level in a writing competition.



CULTURAL AWARDS POLICY

VOICE AND MUSIC	
AWARD	DESCRIPTION OF CRITERIA
CERTIFICATE	<u>CERTIFICATE (Grades 8–12)</u> Demonstrated consistent dedication to Music throughout the year. Participated in at least one school performance (e.g., assemblies, school functions). ‘Local’ level performance at an external event. For Grade 12s: Acknowledged for sustained participation in and support of the school’s music programme.
HALF COLOURS	<u>HALF COLOURS (Grades 8–12)</u> Meets all Certificate criteria. Regular attendance at rehearsals and music sessions. Respectful and cooperative attitude towards ensemble members and music staff. Achieved one or more of the following: - A solo or lead role in a school music production, with outstanding performance as judged by the panel. - Passed at least Grade 4 or 5 practical music exam and Grade 3 theory (UNISA, Trinity, ABRSM). - ‘District /Regional’ level voice and music performance at an external event. - Participation in regional music groups (e.g., South Cape Children’s Choir) while actively participating in school music activities.
FULL COLOURS	<u>GRADE 10 TO 12 STUDENTS QUALIFY FOR THIS AWARD</u> Meets all Half Colours criteria. Made a significant impact on the school’s music and cultural landscape. Demonstrated leadership in school music projects or ensembles. Achieved one or more of the following: - Lead performance in a school production with exceptional feedback. - Passed Grade 6 or 7 practical and Grade 5 theory (UNISA, Trinity, ABRSM). - Received outside recognition of talent as a high performer at a provincial or national level - External recognition at provincial or national level for an outstanding musical achievement (e.g., recordings, competitions, festival invitations).



CULTURAL AWARDS POLICY

DANCE AND BALLET	
AWARD	DESCRIPTION OF CRITERIA
CERTIFICATE	GRADE 8 TO 12 STUDENTS QUALIFY FOR THIS AWARD - Participation in a school event, including performances at assemblies, school plays, and functions, and - Achievement in Dance: - AIDT: Passed Grade 4 to Elementary with Distinction - RAD: Passed Grade 4 or Intermediate Foundation - Ceccetti: Passed Test 4 or 5 - Podium at a local competition or performed a lead role in a local dance performance.
HALF COLOURS	GRADE 8 TO 12 STUDENTS QUALIFY FOR THIS AWARD - Participation in at least one Glenwood College event during the year AND - Pass Intermediate with Distinction, or passed Elementary in two disciplines with distinction OR - Podium in a provincial competition equivalent to: - Margot Fonteyn RAD - Ceccetti Awards Advanced - AIDT Bursary Advanced - Able to compete in YAGP or Pris de Lausanne - performed a lead role in a Provincial dance performance.
FULL COLOURS	GRADE 10 TO 12 STUDENTS QUALIFY FOR THIS AWARD - Participated in at least one Glenwood College event during the year AND achievement in Dance: - AIDT: Passed Advanced with 80% or Honours, or Intermediate in two disciplines with both 80% - RAD: Passed Advanced 1 with 75% - Ceccetti: Passed Advanced 1 with 80% - OR podium a national competition equivalent: - Margot Fonteyn RAD - Ceccetti Awards Advanced - AIDT Bursary Advanced - Able to compete in YAGP or Pris de Lausanne - Performed a lead role in a National or International dance performance.



CULTURAL AWARDS POLICY

VISUAL ARTS	
AWARD	DESCRIPTION OF CRITERIA
CERTIFICATE	GRADE 8 TO 12 STUDENTS QUALIFY FOR THIS AWARD • Student displays art piece in the foyer of the school. • Student participates in designated art competition and receives B+ or higher.
HALF COLOURS	GRADE 8 TO 12 STUDENTS QUALIFY FOR THIS AWARD • Student displays art piece in the foyer of the school, and/or exhibition • Student participates in designated art competition and achieves an A+ or higher. • Student participates independently in an art competition of their own choosing.
FULL COLOURS	GRADE 10 TO 12 STUDENTS QUALIFY FOR THIS AWARD • Student displays an art piece in the foyer of the school. • Student participates in designated art competition and achieves an A+ or higher. • Student participates independently in an art competition of their own choosing and receives recognition for the piece they've entered. • Student's artwork is showcased in an exhibition outside of school.



SERVICE AWARDS POLICY

COMMITTEE MEMBERS: Exec representatives, Head of service, Grade 11 Grade Head, Life Orientation Subject Head, Head of Enviro, Head of Community Service.

PROCESS

1. Record of service folder is kept by register teachers. Students are responsible for keeping their service record up to date and having all the details recorded and signed by the person in charge of the activity.
2. Committee members will meet to assess each student's record before presenting candidates for service awards at a colours meeting. (Submit folder with completed checklist and points awarded).
3. Staff will discuss and finalise awards.
4. Final list to be presented to staff for verification before being announced.

It is the responsibility of every student to document service fully in their orange folder. It is the only record staff have on which to base awards. Students must keep a detailed record of the activity, when and where it took place, the hours involved and this record must be signed by the person in charge of the activity.

Compulsory community service and school service hours for Life Orientation are not to appear in the orange folder.

AWARDS

Only Grade 11 - 12 students are eligible. Hours can be accumulated over two consecutive years starting in grade 10 and Grade 11 or in Grade 11 and Grade 12.

Service awards are made in recognition of loyal service to the **school and community** without the sole aim being personal gain. **Service above self is the criterion.** Service awards will only be considered if a student's attitude, manners, behaviour and work ethic are of a high standard and they have met the expected minimum for extracurricular activities. Service does not replace an extra mural activity. A service award will be awarded in the Grade 11/12 year based on the record of service kept from admission into Glenwood College.



CERTIFICATES

Regular service in any field worthy of recognition and a minimum of 40 hours of service must have been recorded over and above the minimum requirements of 10 hours of community service and 10 school hours.

HALF COLOURS

Regular contributions over numerous years. **Service to both school and community** will be taken into consideration. A minimum of 70 hours of service must have been recorded over and above the minimum requirements of 10 hours of community service and 10 school hours.

FULL COLOURS

Substantial contributions over numerous years in one area or various fields. Service to both school and community are taken into consideration. A minimum of 100 hours of service must have been recorded over and above the minimum requirements of 10 hours of community service and 10 school hours.

RE-AWARDING HALF OR FULL COLOURS

Should a Grade 12 earn service colours which result in an honours blazer, these awards will be made during the year.

All awards are made at the discretion of Glenwood House and the school reserves the right NOT to make an award. Only scrolls that are earned in Gr 11 and 12 are eligible to contribute for a white blazer.

Awards will only be awarded according to the criteria above if all the below criteria are met:

- 1. The learner has participated in extra mural activities throughout their college career in a minimum of two consecutive years.**
- 2. Service hours consist of a minimum of 10 school hours and 10 community service hours to be eligible for a scroll.**
- 3. There is a history of service across various grades. Service done in another school will count if evidence has been submitted.**
- 4. The attached form will be filled out per year for each grade of the learners' high school career.**
- 5. It is the learner's responsibility to complete the form and make sure that all signatures are there.**



RECORD OF SERVICE HOURS – "Service Above Self"

NAME OF PUPIL _____

GRADE _____

YEAR: _____

DATE	DETAILS OF SERVICE	Number of school hours	Number of community hours	SIGNATURE BY COORDINATOR
TOTAL NO OF HOURS				REGISTER TEACHER SIGNATURE

SUMMER EXTRA MURAL: _____

WINTER EXTRA MURAL: _____

PROPOSED AWARD

CERTIFICATE (40 - 69 HOURS)	HALF COLOUR (70 - 99 HOURS)	FULL COLOURS (100+ HOURS)

Please complete this record at the end of each year. And attach any evidence required.



ENVIRONMENTAL AWARDS POLICY

Expected Commitment

A minimum of 2 to 4 hours per week (depending on whether it is chosen as an A or B sport) 90% participation i.e. attendance.

Initiative shown in starting up environmental awareness projects, running projects and participating in society outings (hikes, kloofing, clean-ups, end-year function).

Promote environmental awareness through:

- Recycling; maintaining of bins, signage, monitoring of system.
- Marketing/publicity/maintaining Eco-schools file or videos or speaking on the radio to media;
- Promoting the environment society at assembly: speeches, introducing guest speakers, devotions, videos, help with setting up hall before assembly.
- Photography and videography, taking pictures and delivering them to the coordinator.
- Writing articles for school newsletter, chronicle, George Herald, Enviro Kids Magazine.
- Fundraising: selling pancakes, civvies day, Earth Hour.
- Event management (Earth Hour, Civvies Day, LAN night, hikes, fieldtrips, excursions): booking bus, help with transport, cooking, lighting, entertainment (booking banks, setting up stage, sound checks, planning of Spring Dance).
- Maintaining notice boards: wetland, Leopard, Enviro Soc boards, replacing worn-out locks, oiling hinges, replacing posters.
- Input into or organisation of Eco Schools file: collecting lesson plans, filing documents, filling in eco audit.
- Wetland work beyond normal requirements: ordering plants, extra work outside of normal hours, replacing fence around compost heap.



Special Projects

- Leopard Camera Project (extra work charging cameras, buying batteries, chargers, field-work), liaising with Landmark Foundation.
- Rhino Conservation: leading specific initiatives.
- Wetland Project: extra work, mulching weeding, obtaining water tanks, planting, signage, clearing alien vegetation.
- Liaising with other schools in a leadership and supporting capacity.

CERTIFICATES

Three specific certificates have been assigned to be awarded to students who have made significant contributions in the above areas. All grades are eligible. The certificates go to students who participate regularly in the Environment Society and are worthy of recognition. Book vouchers to be awarded at the Awards Ceremony. This award is of an encouraging nature, to praise an enthusiastic member of the club.

Wetland Worker

Recycling

Leopard Monitor

Waste Managers

Food garden Workers

HALF COLOURS

Grade 9 to 12 pupils are eligible.

Regular and significant contributions over at least two years are required. Recipients are required to have either held a **leadership role or committee position**. This award is intended to encourage the development of organisational skills. The student may still need to work on some aspects of their contribution.

FULL COLOURS

Grade 11 and 12 only pupils are eligible.

Regular contributions over a minimum of 3 years.



Recipients are required to have held a leadership role, committee position and shown resourcefulness in initiating and driving projects. This student should be an independent and self-motivated member of the society and actively take some of the organisational load off the teacher /coordinator.

Recipients are required to:

- Identify a need/project;
- Drive an initiative;
- Show leadership: plan, delegate, monitor;
- Accept responsibility for an activity or initiative and see it through to the end.
- Be involved in compilation of the eco-schools portfolio.

A job-specific checklist is kept by the Enviro Society Coordinator to record the student's responsibilities.