

KELSO HIGH SCHOOL

RECOGNISING EFFORT AND ACHIEVEMENT POLICY

AIMS

In recognising effort and achievement in Kelso High School, we aim to:-

- Generate and maintain a positive ethos of effort and achievement in the school;
- Boost the self-esteem of our pupils;
- Encourage staff and pupils to strive for the highest possible standards in all activities ;
- Reward those who attain high standards;
- Recognise excellence;
- Recognise and reward the contribution made by staff and pupils to the school and the wider community.

RATIONALE

A positive, stimulating environment and ethos affects the way children learn and how much they can achieve. The purpose of this policy is to improve school ethos by promoting the recognition of effort and achievement.

This recognition takes 3 main forms:-

1. The achievements of pupils leaving school will be acknowledge as a **Leavers' Evening**.
2. A "**Celebration of Achievement**" **Evening** will acknowledge excellence.
3. **Certificates** will be awarded to S1 – S6 pupils, the criteria for awards being based on effort and achievement in class and also in extra-curricular activities.

PROCEDURES

The procedure for the 3 activities above are as follows:-

1. **Leavers' Evening**

This event in June provides an opportunity, in a formal ceremony, to present all pupils leaving Kelso High School with a copy of their Record of Achievement. Parents are invited to attend this evening as well as the pupils and staff. The event also incorporates an informal buffet and a ceilidh dance.

2. Celebration of Achievement Evening

The event in early September replaces Prize Giving on the school calendar of events. Its purpose is to celebrate the achievements of the school and its pupils over the past year. A display of awards, certificates and trophies replaces the more formal presentation of prizes. Displays of pupil work and achievements, as well as musical performances and refreshments will also be available for parents, pupils and staff to enjoy. Presentations of the Standards and Quality Report and certain awards (e.g. Dux) by the Rector comprise the more formal parts of the evening.

Awards are engraved medals, up to 3 being awarded at each level for each subject in S5 / S6 and up to 3 for each Standard Grade subject. Awards are made on the basis of exam performance. Lists of award winners are included in a programme for the evening.

3. Certificates

The award of these certificates is based on effort and achievement both in class and in extra-curricular activities. Criteria for nominations for effort awards are those currently on pupil reports under the heading “motivation”. However, if departments wish to determine their own criteria based on these, they are free to do so. Departmental criteria for awards should be shared with pupils. Achievement, based on exam success may also be recognised as detailed below. Extra curricular leaders are also encouraged to nominate pupils for Effort Certificates.

Certificates are presented at House Assemblies. The procedure for nominating pupils for certificates is shown in Appendices 1 and 2.

In addition, achievements of former pupils will be recognised through letters of congratulation from the Rector and publicity within the school.

The timing of presentation of certificates is detailed below:-

Year Group	Time Certificate Awarded	Categories for Awarding Certificates
S1	Late October	Effort
	February	Effort
	Late May	Effort and Achievement
S2	November	Effort
	Summer Term	Effort and Achievement
S3	Christmas	Effort
	Summer Term (After exams)	Effort and Achievement
S4	January (after prelims)	Effort and Achievement
S5 / S6	March / April (after exams)	Effort and Achievement

REVIEW

This policy will be reviewed in 2004 / 2005 when Ethos and Support for Pupils will be a major focus in the school Development Plan.

Miss A-T Lawrie will be responsible for this review.

RESPONSIBILITY

Overall Responsibility for Rewarding Effort and Achievement lies with Miss A-T Lawrie, Assistant Headteacher and Mrs H. Caughey, Senior Teacher.

APPENDIX 1

EFFORT AND ACHIEVEMENT CERTIFICATES

Instructions for award of Effort and Achievement Certificates.

- When nominating pupils for these certificates, please use the **Certificate Nomination Form**.
- For each pupil, place ticks against the criteria which have been **consistently** achieved.
- If a pupil has performed particularly well in a one-off event, e.g. a project prepared with particular effort, tick the **“OTHER”** box.
- When a pupil has obtained **3 ticks** , tick the **“NOMINATED”** box to show that this pupil is eligible for a Certificate.
- Prior to the due date, send the completed forms to the Office where certificates will be prepared for presentation at House Assemblies.

Please note:-

The criteria on the Certificate Nomination Form articulate with those on report cards and should form the basis for final decisions on nominations. Departments may, however, develop or maintain their own criteria based on these, as long as pupils in the department are made aware of any variations.

