



Solid Foundations Honours Evening and Special Assemblies Policy **(2021/1)**

Honours Evening

1. The school Honours Evening is to be an exceptionally exclusive event. It is to have a formal / cocktail evening atmosphere.
2. All senior teachers are expected to attend and all other grade teachers are invited to attend on a voluntary basis at their discretion.
3. Honours Evening date falls within the last two weeks of the school year.
4. Booking the date and venue is the responsibility of the school principal.
5. The top 5 students in each grade (Grade 4 – 7) are invited, regardless of their overall academic averages.
6. Averages are worked out using the year mark combined (an average of all three academic cycles). All subject marks are combined to calculate averages.
7. Certificates (printed with “Achievement Award” as a heading) are worded: ... has obtained the academic position of ... within their grade. A second certificate (also an “Achievement Award” as a heading) is given to the pupil with the wording ... has obtained distinctions in the following subjects...
8. The child’s academic average may be announced verbally at the Honour’s Evening (not compulsory), but is not recorded on their certificates.
9. Tied places are permitted.
10. Two academic certificates are given at this ceremony:
 - 10.1 An achievement award stating the child’s position in the grade
 - 10.2 An achievement award stating “achieved a distinction in...”
11. If the 6th person is a decimal place behind the 5th person, they may be given a tied 5th position.
12. A principal’s award may be given to any pupil if warranted. This is generally aimed towards a Grade 7 pupil, but may be given to a younger pupil. It is an exclusive award for a pupil who has shown exceptional characteristics or qualities that has put them in a league above their peers. This award is not given if there are no obvious recipients.
13. Sports awards are limited to school competitive sports (i.e. netball, soccer and cricket). The award is only for: “Best Player of the Season”. This is an exclusive sports award for the following:
 - One deserving recipient in each senior grade for netball (i.e. a maximum of 4).
 - One deserving cricket player for the Grade 4/5 cricket team and one deserving player for the Grade 6/7 cricket team (i.e. maximum of 2)
 - One deserving soccer player per soccer team, assuming a maximum of four teams in the senior grades.

If no obvious candidates present themselves in any sports categories, no award is necessary.

Certificates are worded: “.....has achieved the best player of the year/season award for their age category”.

14. An award may be given to a pupil for full academic attendance for their whole primary school career.
15. Small music/poetry/reading items are presented during the course of the evening. Mr Swiegers coordinates the presentation of the items as well as selects a valedictorian to address the audience

with memoirs from their schooling days. Above arty items may only be presented by Honours Evening prize recipients and will therefore be limited in scope to the pupils who are invited.

Special Awards Assembly for social, academic and sports awards: Grade 4 - 7

1. This event has a more relaxed and informal atmosphere to the Honours Evening and is held at school.
2. No parents are invited to this assembly.
3. Academic awards are presented at this assembly for the following:

Candidate	Award
(Child did not achieve placement in top 5) Child did maintain an overall year average of 75% and above	Achievement award stating "Excellent Academic Achievement"
(Child did not achieve placement in top 5) Child achieves a distinction in a subject (80% and above)	Achievement award stating "Achieved a distinction in..."
(Child did not achieve a placement in top 5) Child has progressed 20% or more in a subject. Progression was steady over three cycles (no cycle dropped)	Progress award stating "Excellent Academic Progress in..."

4. Social awards may be presented to children who have distinguished themselves by their character or values, or to children who have distinguished themselves in a particular academic area e.g. reading, times-tables etc. This is only given to pupils who "stand out". Top readers in a grade may be given a book as an award in addition to their certificate. No award is necessary if there are no obvious candidates.
5. Full attendance awards are presented to pupils who have obtained full attendance for the year.
6. School coaches of league sports may award sports awards at their discretion at this assembly. These **may not be attendance/participation** awards, but **excellence** awards for **selected** sportsmen/ women who have shown exceptional talent/ dedication/ improvement. It is recommended that there are not more than three awards per team. If no obvious candidate presents themselves, no award is necessary. The number and nature of sports awards must be cleared by the head before this assembly.
7. Progress awards, sports awards and social awards may be presented to learners at this assembly even if they were also invited to the Honours Evening.

Special Awards Assembly for Grade 1 – 3

1. This event has a more relaxed and informal feel to the Honours Evening
2. No parents are invited to this assembly
3. Every child in Grade 1 - 3 is presented with a certificate
4. Social awards or academic awards may be presented to children who have distinguished themselves in their character or values, or to children who have distinguished themselves in a particular academic area e.g. reading, times-tables etc...
5. Full attendance awards are presented to pupils who have full attendance for the year.
6. School coaches of league sports may award sports awards at their discretion at this assembly. These **may NOT be attendance/participation** awards, but **excellence** awards for **selected** sportsmen/ women who have shown exceptional talent/ dedication/ improvement. It is recommended that there are not more than three awards per team. If no obvious candidates

present themselves, no award is necessary. The number and nature of sports awards must be cleared by the head before this assembly.

Attendance awards

Attendance/ participation certificates or awards are handed out by extramural coaches during the extramural activity time. Should the coach require a ceremony for these awards, the school hall is available outside of normal operating hours for the coach to utilise free of charge. Parents may be invited to such a ceremony at the coach's discretion, but the school management exempt themselves, as well as the non-participating staff and pupils from this event.

The use of the school hall implies that it is left in the same condition as it was found.

Summary of ceremonies and awards

Event	Academic Awards	Social awards	Sports awards
Honours Evening (parents invited)	Top 5 students per grade	Principal's award Full attendance for school career	Best player for netball per senior grade (gr 4-7) Best player for cricket per team (gr 4-7) Best player for soccer per team (gr 4-7)
Grade 4 – 7 awards assembly (no parents) Select children receive an award	Academic Excellence awards for pupils with an overall average of over 75% Subject awards for 80% and above per subject Progress awards for 20% overall improvement in a subject	Exceptional character/ values award Reading awards Full attendance for the year	A maximum of three awards per senior team (per league sport) given at the coach's discretion e.g. good sportsmanship award
Grade 1 – 3 Awards assembly (no parents) All children receive an award	Noteworthy academic achievement e.g. "reading award"	Exceptional character/ values award Full attendance for the year	A maximum of three awards per junior team (per league sport) given at the coach's discretion e.g. good sportsmanship award
"Attendance awards ceremonies" Planned and hosted by coaches outside of school hours		Cultural extra-curricular attendance/ participation awards	Sports attendance/ participation awards