



Acknowledging outstanding achievements by parents

The Newington Citation

Newington College, an independent school of the Uniting Church in Australia, has been educating young men since 1863. The College seeks to encourage each boy to find fulfilment in his school achievements through the pursuit of excellence in academic outcome, co-curricular activities and personal development within a school environment that draws upon the valued heritage and diversity of Australian culture and society.

Since the College's foundation, the parents and families of past and current Newingtonians have supported their sons' education and their progressive development and maturity based on the values espoused in Newington's educational philosophy. Many individuals and families have made outstanding contributions to the welfare and future of the College through their voluntary support and participation in college life during and often beyond their sons' schooling. The award of the Newington Citation recognises individuals or families who have made very positive contributions to Newington's values thereby maintaining the quality of education and community support and enriching Newington's culture to sustain its long term future.

This award recognises the actions and achievements of people who have gone above and beyond normal expectations. This award promotes the continuation of the highest human endeavour and fosters stronger aspirations among Old Boys, parents and families to retain their association with Newington College.

THE NEWINGTON CITATION

The College Council is indebted to the work and commitment made of individual parents or families (with a son or sons formerly or currently attending Newington) who have given outstanding voluntary service to support the College vision.

The Newington Citation is awarded annually to a parent or family of a former or current student to acknowledge their meritorious and selfless support to Newington through their:

- i) Voluntary assistance to the College
- ii) Active participation in College life
- iii) Initiation of new programs/activities to benefit the College
- iv) Support of Newington's vision through their persistence, goodwill, encouragement and personal endeavour

The Newington Citation:

- i) Acknowledges the considerable contribution made by parents and/or families to enhance and foster Newington's vision
- ii) Acknowledges individuals and/or families who have actively supported the College during and beyond their son's schooling
- iii) Highlights the significance of families' involvement in Newington's life.

The successful individual or family will receive a framed citation detailing their achievements plus appropriate acknowledgement throughout the College Community.

BACKGROUND INFORMATION ON EACH AWARD

Who can be nominated?

Any former or present Newington family or individual can be nominated for the Newington Citation.

How to prepare a nomination

The nomination form must be completed by an independent nominator and supported by two unrelated, independent referees. Family members cannot nominate another family member as a candidate, nor can they be a referee for a candidate. No self-nomination will be considered. Each nominator may submit only one application.

In addition to providing written background details on the nominee's contribution to the College, nominators should indicate why they believe their nominee should be recognised under the award's guidelines. Both referees must sign the nomination form as confirmation they have been pre-informed of the nominator's comments/support documentation.

Only the Newington Citation nomination form can be used. Documentation and typed statements supporting the nomination should accompany the nomination form.

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How are nominations assessed?

Each award nomination will be reviewed by an Assessment Panel comprising the following people:

Chair of the College Council (or nominee), Headmaster, President of the Parents & Friends' Association (or nominee), one independent member jointly selected by the Council Chair and the Headmaster.

The Assessment Panel reserves the right not to make and award the Newington Citation; the reasons for which will not be divulged.

Will nominators and referees be consulted?

The Assessment Panel reserves the right to speak with a nominator and/or their referees during the assessment process. All discussions will remain confidential. No correspondence will be entered into with either the nominator or the referees regarding reasons for making the award to the successful candidates nor will reasons be discussed why other nominations were not successful.

Are nominations confidential?

All nominations are strictly confidential. The information provided on the nomination form will be reviewed by the Assessment Panel to consider the relative merits of each nominee.

At no time should the person/family being nominated for an award be approached for any information or advised that his or her/their name is being nominated for either award.

Timing of nominations

Nominations for each award are to be received at the Newington College Community and Development Office by 31 August. Each nomination will be thoroughly researched. Nominators or referees may be contacted by selected College personnel on behalf of the Assessment Panel to clarify any issue whereupon all nomination forms will be submitted to the Panel for consideration.

How are recipients told of their award?

The successful recipients of each award will be advised in writing by 30 September and will be asked to attend *Annual Prize Giving*, in December, when the award will be presented. If a successful recipient declines the award the Assessment Panel reserves the right to select a new successful candidate from submitted nominations.

Nominators and referees of the successful recipient will be advised in writing by 30 September and subsequently advised of details concerning the award presentation. At this time nominators and referees representing unsuccessful candidates will be advised in writing that their nominee was unsuccessful. At no stage should this person be informed that their candidature was unsuccessful by either the nominator or the referees.

Can an unsuccessful candidate's nomination be re-submitted?

Yes: Such re-submission is encouraged. Many quality candidates will not be honoured in any one year although they could remain as outstanding candidates for future award consideration. Each nominator of an unsuccessful candidate will be contacted to determine if they wish their candidate's name to be re-submitted for an award consideration in the future.

The next step

Complete and post the nomination form which must be signed by the nominator and each referee. The form should be supported by supplementary typed documentation giving background details to the person/family being nominated for consideration to receive **The Newington Citation**. All documentation should be mailed to the Newington College Community and Development Office. Receipt of the Nomination Form will be acknowledged by return mail.

For further information contact

Newington College Community and Development Office
200 Stanmore Road, Stanmore NSW 2048

Tel +61 2 9568 9374 **Email** community@newington.nsw.edu.au

At no time should the person/family being nominated for the Newington Citation be approached for any information or advised that his/her or the family name is being nominated for either award.