



## JUDGING AND PRESENTATION OF SPIRIT OF CATHOLIC EDUCATION AWARDS 2018

1. All persons/teams nominated will be considered by the judging panels in accordance with the areas for nomination listed above.
2. The diocesan/QCEC office representative will acknowledge receipt of the nomination via email to the contact person submitting the nomination.
3. Nominations from diocesan schools and authorities will be short-listed/selected by a diocesan judging panel, or in the case of nominees from Religious Institute/PJP schools by a panel convened by CRAqld. Nominations for the Aunty Joan Hendriks Reconciliation Award should be forwarded to QCEC for judging by a state-wide panel.
4. Diocesan Directors are to endorse the selected award recipient/s.
5. Those selected will be contacted by a member of the panel to confirm that they are willing to accept the award.
6. In the weeks prior to the launch of Catholic Education Week, all persons nominated will receive a congratulatory letter from the Executive Director, QCEC. A certificate in recognition of their nomination will also be forwarded to the diocese for presentation during Catholic Education Week if possible. At this time the recipients of the awards will also be contacted personally but will not be publicly announced until just prior to the official state launch of Catholic Education Week on Tuesday 31 July 2018.
7. Recipients (or one team representative) of the Spirit of Catholic Education Awards 2018 will be invited to attend the official state launch of Catholic Education Week in Townsville on Tuesday 31 July 2018. Travel and accommodation costs to attend the launch will be met through the sponsorship arrangement with RACQ, ACSRF and ACU.
8. Principals/Directors of the recipients' school or authority and those who have nominated the recipients will also be invited to attend the launch at their own expense.

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9. Recipients of the Spirit of Catholic Education Awards 2018 will receive a memento and a grant of \$500 to support and further the work in their community for which they are recognised.

Requests for further information or general inquiries should be directed to the diocesan contacts listed at the end of the nomination form or from:

Amber Smith  
Executive Officer - Communications  
QCEC  
Phone: 07 3316 5846  
email: [ambers@qcec.catholic.edu.au](mailto:ambers@qcec.catholic.edu.au)

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