

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
FOR CULTURAL AND EXTRAMURAL ACHIEVEMENT**

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**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
FOR CULTURAL AND EXTRAMURAL ACHIEVEMENT**

**GENERAL CRITERIA FOR HONOURS AWARDS IN INDIVIDUAL CEMA
ACTIVITIES**

1. Where a boy has attained a standard in his field that places him unquestionably at the peak of his field nationally for his age (perhaps in the top 2 to 3%), and particularly (though not exclusively) where such ability has brought special credit to the school, he may be considered for Honours in that field.
2. This award will be as far as possible on a par with that of Honours awards made by the Games Committee.
3. The award of Honours in each field must under normal circumstances be preceded by the award of Colours for that field.
4. While the over-riding criterion for Honours would be the skill attained in that field, the boy should have shown continued willingness to help others; that is, service in his field remains an important requirement. The ability to inspire and motivate others to aim for high standards, and reach them, should be a strong recommendation.
5. All members of the Committee must be present for a decision to be taken, and a unanimous vote must be received for the award to be recommended to the Headmaster.
6. The honours certificate & cufflinks will be awarded at assembly as well as the citation read.

Criteria accepted July 1996

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
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SERVICE

The award was altered to a two tier structure in 1995, to include service Colours and Service Honours. Criteria accepted November 1995. In 2001, the award was altered to include a Service Merit Award

THE MERIT AWARD: THE MERIT CERTIFICATE AND TIE — AWARDED AT ASSEMBLY.

Where service to the cause of culture in general forms a significant part of his role at the school, a boy may be considered for the Service Merit award.

Such service may already have been recognised in the award of other CEMA Merit certificates, or it may occur in cultural areas that are not officially recognised by CEMA. (See list below.)

The nature of the “service” may include bringing credit to, or raising the profile of the cultural side of life in general, and/or bringing credit to the school through involvement in a cultural activity.

While other Merit Awards already held by the candidate would clearly be an indication of service in those activities, and should certainly be monitored in considering candidates, Service merit should not be seen as following automatically. This award seeks rather to make a merit certificate available to those whose particular contribution might be in an area outside the recognised sphere, or whose contribution is perhaps of a more general nature.

Contribution to sport should be acknowledged only where it is in a serving capacity, not a participating capacity.

Cultural and extra-mural fields in which boys might make contributions worthy of Service Merit; including, but not limited to:

President's Award
SCA
Chapel
Community Service
Societies – active membership and/or committee
General Knowledge and Quizzes
The school newspaper
Olympiads
Scoring
Umpiring
Coaching
Speakers or Plato Society

(Colours and Honours: see overleaf)

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
FOR CULTURAL AND EXTRAMURAL ACHIEVEMENT**

SERVICE: continued

THE COLOURS AWARD: THE COLOURS CERTIFICATE AND CEMA BADGE — AWARDED AT ASSEMBLY.

1. Where service forms a significant part of his contribution in several cultural and extramural fields, a boy may be considered for the prestigious Colours award, whether or not these are recognised CEMA activities.
It would be desirable for him to hold at least one CEMA Colours award, or more than one Merit Award, and for his contribution to be in several *different* (i.e. not closely related) areas.
2. Where a boy has been awarded three or more Merit Awards, particularly where service continues to form a large part of his contribution, he should *automatically be considered as a candidate* for Service Colours.
3. Fields not officially recognised by the CEMA Committee, but which may be considered as contributory/complementary factors in the making of this award, include President's Awards, SCA, Chapel, Junior Town Council and other community related projects, Quiz Team, Olympiads, sport scoring, umpiring, coaching, service on Society Committees, etc. (Awards already made in allied areas, such as a Headmaster's Special Award, or the Harker Trophy, should not necessarily be seen as adding significantly to the candidate's portfolio.)
Contribution to sport should be acknowledged only where it is in a serving capacity, not in a participating capacity; and contribution in non-CEMA events should be recognised as being really significant only if it involves considerable service on the part of the candidate.

THE HONOURS AWARD: THE HONOURS CERTIFICATE & CUFFLINKS AWARDED AT ASSEMBLY AS WELL AS THE CITATION READ

In conjunction with the above criteria, and in addition to them,

1. Where service forms the overriding (central/dominant/cardinal) part of his contribution in several cultural and extramural fields, and particularly (though not exclusively) where such service has brought special credit to the school, a boy may be considered for the most prestigious CEMA award — that of Service Honours...
2. This award will be on a par with that of Honours awards made by the Games Committee. Service Honours is to be seen as the highest honour the school can bestow on a pupil in this field.
3. The award of Service Honours *need not* be preceded by the award of Service Colours.
4. To be considered for this award, a boy should hold at least one CEMA Colours award, *and* more than one Merit Award.
5. All members of the Committee must be present for a decision to be taken, and a unanimous vote must be received for the award to be recommended to the Headmaster.

*Original criteria accepted April 1989. Amended to include Honours, November 1995.
Amended to include Merit Awards June 2001.
Amended, Matthew Shaw, Culture and Ceremonies Portfolio Prefect, 8 May 2015*

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
FOR CULTURAL AND EXTRAMURAL ACHIEVEMENT**

FIRST AID

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE - AWARDED AT ASSEMBLY.

Service will be regarded as the more important consideration here.

- A. **SKILL.** The pupil must have
- i) passed an adult St John or Red Cross First Aid examination,
 - ii) demonstrated competence in transporting casualties a) by hand, b) by chair or blanket, c) on a stretcher,
 - iii) demonstrated competence in coping with emergencies.
- B. **SERVICE.** The pupil must have
- i) been a First Aider for at least 2 winter sport seasons including 1 of learning,
 - ii) given at least 50 hours of his time to do duties,
 - iii) been willing, prompt and efficient in execution of duties,
 - iv) been neat in turn-out for duty,
 - v) shown an ability to shoulder responsibility.

THE COLOURS AWARD: THE COLOURS CERTIFICATE & CEMA BADGE — AWARDED AT ASSEMBLY.

Skill will be considered as at least as important as service here.

- A. **SKILL.** The pupil must have
- i) passed an Advanced First Aid Course, level 3
 - ii) shown a high degree of competence in the performance of his duties.
- B. **SERVICE.** The pupil must
- i) have been a First Aider for at least 3 winter sport seasons including 1 of learning. (Exceptional service in less time may also be taken into consideration.),
 - ii) have given at least 100 hours of duty time,
 - iii) have assisted in the organisation of the duty roster,
 - iv) have demonstrated a consistent enthusiasm, interest, and willingness to perform duties.

Criteria accepted 2 November 1987.

Margaret Robinson, Staff-member i/c S.A.C. First Aid, November 1987.

Amended: Mrs A.J. Rivett, Staff-member i/c S.A.C. First Aid, July 1992, and July 1994

Amended K.W. Lemmon-Warde, Staff member i/c S.A.C. First Aid, November 2002

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
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DRAMATICS

NOTE: In the case of students of Drama:

1. Drama done as part of their course work will not be considered;
2. If, however, their work is presented in an extra-mural context then it will be eligible for consideration.

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE - AWARDED AT ASSEMBLY.

Service to drama will be the most important consideration here.

The term "drama" embraces the following areas:

- i) script-writing,
- ii) performing,
- iii) directing,
- iv) designing,
- v) technical support,
- vi) back-stage work.

A boy should have made a significant contribution in one or more of the areas outlined above on at least three separate occasions. The significance of such contributions is to be determined by the master-in-charge.

THE COLOURS AWARD: THE COLOURS CERTIFICATE & CEMA BADGE — AWARDED AT ASSEMBLY.

Excellence of achievement in drama will be the more important consideration here.

Such excellence may be demonstrated in any of the above six areas. Such excellence to be determined by the master-in-charge ultimately on his personal assessment. The master-in-charge will take into account such germane factors as awards made, also oral or written critiques. He may also take into account and cite the independent opinions of people with knowledge and expertise in any of the six fields referred to. He may also take into account and cite 'popular acclaim' as a factor.

*G.A.M. Kenyon, Master-in-Charge Dramatics, November 1987.
Criteria accepted 2/11/1987
Amended November 1998, and October 2001.*

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
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MUSIC

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE – AWARDED AT ASSEMBLY.

Service to music will be the more important consideration here.

STANDARD: Approximately to GRADE 4, Practical (Royal Schools of Music; Trinity College of Music). This is to be applied with flexibility to the general potential of pupil.

SERVICE: To include a minimum of 5 terms playing in an ensemble. General effort and enthusiasm to be satisfactory (Attendance, willingness to help other pupils and in the general organisation; ability to look after instruments and music). In the case of non-orchestral musicians: 5 terms of study, consistency of progress and practising, as well as performing at informal concerts, etc

THE COLOURS AWARD: THE COLOURS CERTIFICATE & CEMA BADGE — AWARDED AT ASSEMBLY.

Development of skill will be the more important consideration here.

STANDARD: Approximately to GRADE 6, Practical (Royal Schools of Music; Trinity College of Music). Some flexibility with regard to instrument(s) and the position of the pupil in the orchestra, but fairly strictly applied.

SERVICE: To include a minimum of 8 terms playing in an ensemble. Also general effort and enthusiasm as in the case of the Merit Award. In the case of non-orchestral musicians: 8 terms of study consistency of progress and practising, as well as performing regularly at both informal and formal public concerts, etc. In the case of subject music pupils, substantial involvement in at least one extramural music activity is required.

M.J. Oldham, Director of Music, November 1987

Amended: M.S. Skipper, Director of Music, 13 March 90, 4 March 1994

Amended J. Pretorius 24 March 2017

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
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PIPE BAND

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE — AWARDED AT ASSEMBLY.

The emphasis for a Merit Award lies in SERVICE to the Band.

- A. *SKILL*: Required playing ability and competitive performance.
- i) Pipers: able to tune their pipes to a reasonable level.
Drummers: able to set their drums.
 - ii) Pipers: able to play 1 competition 2/4 march (4 part) and 1 4-part strathspey and reel to a reasonable standard for competing.
Drummers: to play a competition-standard march, strathspey, & reel.
 - iii) Pipers: must know 4 tunes (of any type) other than band tunes.
Drummers: also to have gone beyond simple requirements of band tunes.
 - iv) A place in any major competition, e.g. the South Coast Highland Gathering, or Junior Guineas would be a strong recommendation, though not a prerequisite.
 - v) Pipers and drummers: must be able to sight-read simple music to a reasonable standard.
- B. *SERVICE/CONTRIBUTION*:
- i) Length of service in the band - a minimum of 3 terms excluding the learning-period. Exceptional service in less time (e.g. in the case of a boy appointed Drum Major from outside the band) will be recognised.
 - ii) General effort and enthusiasm. (Includes regular and willing attendance of practices.)
 - iii) Willingness to teach, and time spent teaching learners.
 - iv) Execution of duties; smartness on parade (including cadet practices).
 - v) Care and maintenance of the instrument, music, and uniform. (This excludes setting of reeds.)

THE COLOURS AWARD: THE COLOURS CERTIFICATE & CEMA BADGE — AWARDED AT ASSEMBLY.

The emphasis for a Colours award lies in PERFORMANCE.

- A. *SKILL*: Required playing ability and competitive performance.
- i) Pipers: able to tune pipes to a competitive level; more than a basic knowledge of how to set reeds.
Drummers: able to achieve good tone.
 - ii) Pipers: able to play 3 competition marches, strathspeys, reels, & jigs (4 part) to a competitive standard; also able to play a Piobaireachd.
Drummers: a competition-standard march, strathspey, reel, and jig.
 - iii) Pipers: must know 12 tunes other than band tunes.
Drummers: must have gone well beyond band tunes.
 - iv) An almost automatic award would be made for
 - a 1st or 2nd place in any age group competition at the George Ackroyd, South African Drumming Championships, South Coast Gathering or Junior Guineas, or
 - 3 places (excluding Novice section) in any major competitions, provided the standard is judged to be high enough. Other competitive performances, and general playing ability, will be judged on merit. As a rough guide, the player should be able to perform successfully on his own in public.

- v) Pipers and drummers must be able to sight-read music of simple unseen tunes (e.g. 2/4, 3/4) and of familiar but unknown tunes to a higher level (competition 2/4, strathspey, reel, etc.) Some knowledge of theory will also be expected.
- vi) The Corps/Section wins season for the three Championship gatherings – the members of either a pipe corps, drum corps or bass section that win 'Champion of Champions' (entire season) will be eligible to be awarded full colours.
- vii) The Band wins the Juvenile section at 'Champion of Champions' – The members of a winning band, in the juvenile section of competition, for 'Champion of Champions' will be eligible to be awarded full colours.

B. *SERVICE/CONTRIBUTION*. As for the Merit Award, but amended as follows:

- i) 5-term minimum.
- iii) Ability to inspire, and success in teaching.
- v) But setting of reeds, as under A. SKILL: i) above, included.

C.I. Terry, i/c S.A.C. Pipe Band, November 1987. Amended 2002

Updated: S. Ellis i/c SAC Pipe Band May 2015

Amended: ADJ Nixon March 2017

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
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CHAPEL CHOIR

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE — AWARDED AT ASSEMBLY.

Service to the choir will be the more important consideration here.

A. SKILL.

- i) A standard of singing ability of approximately Grade 4 (Trinity College)
- ii) Must be able to learn new music within three rehearsals

B. SERVICE/CONTRIBUTION.

- i) To include a minimum of 5 terms' membership. (This requirement can be waived at the Conductor's discretion.)
- ii) Reliable and prompt in his attendance of all rehearsals and performances, with at least 85% attendance record.
- iii) Self-disciplined in rehearsals and performances.
- iv) Willing to help out in practicalities like arranging the rehearsal room.
- v) Conscientious in all aspects of choral discipline – posture, concentration, good vocal habits.

THE COLOURS AWARD: THE COLOURS CERTIFICATE AND CEMA BADGE — AWARDED AT ASSEMBLY

Development of skill will be the more important consideration here.

A. SKILL.

- i) A standard of singing ability of approximately Grade 6 (Trinity College)
- ii) Must be able to learn new music within one rehearsal.
- iii) Should display competence as a soloist.
- iv) Must be able to warm up the choir.

B. SERVICE:

- i) As for Merit award.

PLUS

- i) The candidate will have completed a minimum of 7 terms' membership. (This requirement can be waived at the Conductor's discretion.)
- ii) Show leadership within group.
- iii) Play a leading vocal role in learning new parts.

*B.R. Judge, Choirmaster, 3/4/90
Amended Mrs M Carver, Conductor, 11/3/2005
Updated, M Shaw, Culture and Ceremonies Portfolio Prefect, 8 May 2015
Amended Mr J Heynsen 17 March 2017*

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
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CHAMBER CHOIR

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE — AWARDED AT ASSEMBLY.

Service to the choir and to the school will be the most important consideration here.

- A. **SKILL:**
- i) A sight-singing ability of Grade 4 (Royal Schools of Music Singing Examination).
 - ii) Must be able to hold a part in unaccompanied four-part choral music.
- B. **SERVICE/CONTRIBUTION:**
- i) Length of service: a minimum of 3 terms' Chamber Choir membership. (As this is a senior choir, admission will only occur from the Grade 10 year onwards and more often than not in the Grade 11 or 12 year.)
 - ii) General commitment, effort and enthusiasm must be satisfactory, including attendance at all rehearsals and concerts.
 - iii) General helpfulness regarding files, chairs and tidying up etc.
 - iv) Willingness to help other singers.
 - v) Should have represented the school on Music Tour or in a public performances (out of school) on at least one occasion.

THE COLOURS AWARD: THE COLOURS CERTIFICATE & CEMA BADGE — AWARDED AT ASSEMBLY

Development of skill will be the more important consideration here. Certain criteria, in particular the length of service, may be waived at the discretion of the Choir Director.

- A. **SKILL:**
- i) A sight-reading ability of Grade 6 (Royal Schools of Music Singing Examination).
 - ii) Must be able to hold a part on his own.
 - iii) Should be able to take on a short solo if required to do so.
 - iv) Should be able to take a sectional rehearsal if asked to do so.
- B. **SERVICE:**
- i) To include a minimum of 5 terms' membership. (as this is a senior choir, admission will only occur from the Grade 10 year onwards and more often than not in the Grade 11 or 12 year.)
 - ii) General commitment, effort and enthusiasm must be satisfactory, including attendance at all rehearsals and concerts.
 - iii) Should have represented the school on Music Tour or in a public performances (out of school) on at least two occasions.

*Dorothy Holder, Chamber Choir Director 5 June 2001
Amended Mr J Heynsen 17 March 2017*

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
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DEBATING

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE — AWARDED AT ASSEMBLY.

Service to the Debating Society and to the school will be the most important consideration here.

A. SKILL: Either:

- i) As an adjudicator: to have completed the training and demonstrated ability to adjudicate competently.
- ii) As a debater: to have developed skills and demonstrated a reasonable standard of ability; to have willingly attended preparation and training sessions for debates; to have shown an ongoing interest in, and knowledge of, current affairs; to have demonstrated evidence of research when required.

Or

- i) Model United Nations General Assembly debating: a team member, either as debater or researcher

B. SERVICE/CONTRIBUTION:

- i) Length of service: a minimum of 4 terms' membership;
- ii) Regular attendance at meetings, internal, external and league debates as well as enrichment events;
- iii) Willingness to assist with research and training of others;
- iv) Serving as Chair/Timekeeper/Adjudicator/Debater for a minimum of 10 debates;
- v) As an office bearer to have executed assigned tasks and provided valuable service beyond the call of duty;
- vi) To have attended any training workshops when allowed the opportunity to do so.

THE COLOURS AWARD: THE COLOURS CERTIFICATE & CEMA BADGE — AWARDED AT ASSEMBLY

Development of skill will be the more important consideration here.

A. SKILL: Either:

- i) Provincial representation – for either World Schools **or** United Nations debating

Or:

- ii) Achieving a Top Ten ranking for the provincial competition

B. SERVICE:

- i) To include a minimum of 6 terms' membership.

THE HONOURS AWARD: THE HONOURS CERTIFICATE & CUFFLINKS AWARDED AT ASSEMBLY AS WELL AS THE CITATION READ

While the Honours award is covered by the general criteria for all Honours awards, the following were the proposed standards that would be considered adequate, recorded here for information:

In order to achieve an Honours Award a candidate must:

Achieve a position in the top 3 at the National Finals of the Model United Nations debating camp; **or**

Achieve national representation for Model UN South African team; **or**

Achieve national representation for World Schools' debating championships

*Clare McIntyre, Person in charge of Debating
14 June 2002*

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
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EXPLORATION SOCIETY: SCUBA DIVING

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE — AWARDED AT ASSEMBLY.

The emphasis for a Merit Award lies both in SERVICE to the Scuba Diving Club and in SKILLS demonstrated whilst diving.

A. SKILL

In order to achieve a Merit Award a candidate must:

- i) Have completed at least an Advanced Scuba Diver course through a NAUI or PADI affiliated dive school.
- ii) Display a comprehensive knowledge of safety requirements and procedures in scuba diving.

B. SERVICE

A candidate must:

- i) Have been scuba diving for at least 5 terms and been diving regularly with the Club.
- ii) Have taken part in at least one overnight diving outing with the Club.
- iii) Regularly assist in the running of scuba diving courses and outings and in maintaining and raising the profile of scuba diving in the school.
- iv) Be willing and able to assist other members with kitting up and checking equipment and through offering advice and encouragement.
- v) Display a responsible and mature attitude towards scuba diving and a healthy respect for the dangers of this activity.

THE COLOURS AWARD: THE COLOURS CERTIFICATE AND CEMA BADGE – AWARDED AT ASSEMBLY.

Again, both SKILLS and SERVICE are important considerations here.

A. SKILL

In order to achieve a Colours Award a candidate must:

- i) Have completed an Advanced Scuba Diver course and at least one further scuba diving course through a NAUI or PADI affiliated dive school.
- ii) Have successfully completed at least one night dive and one deep dive (25m plus).
- iii) Be able to lead a dive and navigate a dive site successfully.
- iv) Have assisted in the running of at least one Open Water 1 course.

B. SERVICE

A candidate must:

- i) Have been scuba diving for at least 7 terms and been diving regularly with the Club
- ii) Have taken part in and assisted in the running of at least two overnight or long distance diving outings.
- iii) Use his comprehensive knowledge and experience to ensure that other members of the Club are adhering strictly to all safety requirements and procedures, and demonstrating a responsible attitude towards this activity.
- iv) Be instrumental in encouraging new members to scuba dive and generally raising the profile of scuba diving at the school.
- v) Maintain a highly responsible and mature attitude towards scuba diving and an undiminished respect for the dangers of this activity.

**COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS
FOR CULTURAL AND EXTRAMURAL ACHIEVEMENT**

MODEL UNITED NATIONS (MUN) DEBATING

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE — AWARDED AT ASSEMBLY.

Any Andean, regardless of age or Grade, who participates fully in an International MUN and who is part of a Delegation which is awarded “Highly Commended” or equivalent and/or is awarded an individual “Honourable Mention” or (equivalent).

Or

Any Andean, regardless of age or Grade, who participates fully in at least 2 local or Provincial MUN Conferences and who is part of a Delegation which is awarded “Highly Commended” or equivalent and/or is awarded an individual “Honourable Mention” (or equivalent) in at least one of those conferences.

THE COLOURS AWARD: THE COLOURS CERTIFICATE and CEMA badge — AWARDED AT ASSEMBLY.

Any Andean regardless of age or Grade, who participates fully in an International MUN and who is part of a Delegation which is awarded an “ Outstanding Delegation” award (or equivalent)

Or

Any Andean regardless of age or Grade, who participates fully in a minimum of 2 MUN conferences, one of which should be an International Conference, and who is part of a Delegation which is awarded “Highly Commended” or equivalent and/or is awarded an individual “Honourable Mention” (or equivalent) in at least 2 conferences.

THE HONOURS AWARD: THE HONOURS CERTIFICATE & CUFFLINKS AWARDED AT ASSEMBLY AS WELL AS THE CITATION READ

Any Andean regardless of age or Grade, who participates fully in a minimum of 2 MUN conferences, one of which should be an International Conference, and who is part of a Delegation which is awarded “ Outstanding Delegation” (or equivalent) AND is awarded an individual “Honourable Mention” (or equivalent) in at least 2 conferences.

Or

Any Andean regardless of age or Grade, who participates fully and is deemed for all intents and purposes to be a National Representative at an International MUN conference held for representatives of Nations rather than of individual Schools.

*Mr DG Molony
Teacher in Charge of Debating
Accepted July 2011*

COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS FOR CULTURAL AND EXTRAMURAL ACHIEVEMENT

COMMUNITY ENGAGEMENT

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE – AWARDED AT ASSEMBLY.

Service will be regarded as the more important consideration here.

- A. *RESPONSIBILITY*. The pupil must have
 - i) been actively involved in organizing and managing a service activity event,
 - ii) regularly taken charge of Friday afternoon projects,

- B. *SERVICE*. The pupil must have
 - i) engaged in service activities regularly over a period of at least 5 terms,
 - ii) given at least 50 hours of his time in service to others (maximum of 40% done at SAC/DSG or PREP),
 - iii) been willing, prompt and reliable at service activities.

THE COLOURS AWARD: THE COLOURS CERTIFICATE & CEMA BADGE – AWARDED AT ASSEMBLY.

Responsibility will be regarded as the more important consideration here.

- A. *RESPONSIBILITY*. The pupil must have
 - i) played a leading role in organizing and managing a major service activity event or three smaller events,
 - ii) regularly overseen and managed Friday afternoon service activities,
 - iii) assisted with activity planning, showing organizational skills and initiative

- B. *SERVICE*. The pupil must have
 - i) engaged in service activities regularly over a period of at least 7 terms,
 - ii) given at least 100 hours of his time in service to others (maximum of 40% done at SAC/DSG or PREP),
 - iii) been willing, prompt and reliable at service activities,
 - iv) been enthusiastic and sincere in serving others,
 - v) encouraged others and promoted an ethos of service to others.

Mrs K. Cobbing, teacher i/c of Service, September 2009

COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS FOR CULTURAL AND EXTRAMURAL ACHIEVEMENT

BALLROOM DANCING

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE - AWARDED AT ASSEMBLY.

Service to Ballroom Dancing and participation will be the most important consideration here.

A boy should have made a significant contribution through his participation and attendance at the practices over a period of, at least five terms. The significance of such contributions is to be determined by the master-in-charge.

THE COLOURS AWARD: THE COLOURS CERTIFICATE & CEMA BADGE — AWARDED AT ASSEMBLY.

Excellence of achievement in Ballroom Dancing will be the more important consideration here.

Such excellence to be determined by the master-in-charge ultimately on his personal assessment. The master-in-charge will take into account such germane factors as participation in competitions or performances, teaching and coaching of other pupils or leadership shown in club. The boy should have achieved a Level 2 grading, at least.

Criteria accepted 17 March 2017

COMMITTEE RESPONSIBLE FOR MAKING COLOURS AND MERIT AWARDS FOR CULTURAL AND EXTRAMURAL ACHIEVEMENT

LIBRARY

THE MERIT AWARD: THE MERIT CERTIFICATE & TIE — AWARDED AT ASSEMBLY.

The emphasis for a Merit Award lies in SERVICE to the Library.

A. SKILL:

- i) There must be evidence of use of the library for reading fiction, non-fiction, for obtaining information and putting this research into essays, exercises, projects.
- ii) Specific tasks must be performed to help the Library, for example a display, book review, book selection or suggestion, retrieval of missing books, looking after the Library in the absence of the Librarian or Assistant, learning to issue and return books on the library system and to promote the new Self-checkout system to the boys.

B. SERVICE/CONTRIBUTION:

The criteria above also fit into service to the Library. Also:

- i) General enthusiasm and effort to help the efficiency of the Library and the Librarian.
- ii) A willingness to help on occasions with humdrum Library routine.
- iii) Evidence of initiative and enterprise in the Library, possibly in the introduction of an idea or scheme to make the Library more useful to the boys, or to bring the boys more into touch with the Library.
- iv) Duration: a minimum of 10 hours per term for 5 terms.

THE COLOURS AWARD: THE COLOURS CERTIFICATE & CEMA BADGE — AWARDED AT ASSEMBLY

The emphasis for a Colours award lies in SKILLS AND SERVICE.

A. SKILLS Training in School Librarianship

- i) A study to be made of the Dewey Classification System, and a test to be passed.
- ii) The theory and practice of Information Retrieval to be fully understood, especially within the context of the Cawse Library; i.e. the availability of all sources and materials, including the Internet. (The candidate should be able to direct boys to information, or find it for them in response to an enquiry.)
- iii) The candidate should be able to evaluate an internet site to check for credibility.
- iv) Other activities of the library are to be fully understood; Maker Space, iPad platforms, digital library, accessioning of books; selection and ordering of books; the general organisation of the library.

B. SERVICE

- i) After training, the candidate must have helped the Librarian for at least 15 hours a term, for a further 3 terms.
- ii) Skills learnt must be applied in the Library, for example some classification of new books must be done.
- iii) A certain amount of routine work comes into service - the accurate shelving of books, sending out reminder slips, tracking down lost books, etc.
- iv) There must be enthusiasm, helpfulness, introduction of practical suggestions.
- v) The candidate must initiate and set up at least one attractive display in the Library, designed to inform and attract boys towards the resources held by the Library.
- vi) The candidate is required to adopt one section of the Library which interests him, and improve it (the magazine section, or the history shelves, or wildlife, Maker Space, or digital library, etc)

*Criteria accepted 19 September 1988.
Mrs J.S. Lang, Librarian, September 1988
Amended Mrs PE Tyson, Librarian, November 1998, and Mrs B Schalker, Librarian, October 2002
Edited by Mrs V. Jamieson March 2017.*