

**GONGSHANG PRIMARY SCHOOL
SCHOOL-BASED POLICY FOR
CONFERRING OF EDUSAVE CHARACTER AWARD (ECHA)**

BACKGROUND

1. The Edusave Character Award (ECHA) was introduced to enable schools to recognise pupils who demonstrate exemplary character and outstanding personal qualities through their behaviour and actions.
2. The award also supports schools' continuing efforts in nurturing pupils of good values and character, who are active contributors and concerned citizens.

OBJECTIVES

3. The Edusave Character Award aims to recognise pupils for demonstrating exemplary values and civic responsibility through their behaviour and actions. This is aligned with MOE's emphasis on Values, Character and Citizenship Education.

ELIGIBILITY

4. To qualify for the Edusave Character Award, every nominee must meet the criteria as stipulated in both the Basic Tier and the 2nd Tier.

Basic Tier Criteria

✓	Student of Gongshang Primary for at least 6 months at the point of nomination
✓	Singaporean
✓	Achieved 'Excellent' for conduct in both Semester 1 and 2 for the current year
✓	Endorsement by the Form Teachers and Subject Teachers on the display of personal qualities

2nd Tier Criteria

In addition, the nominee must **strongly and consistently demonstrate** the following qualities in both **behaviour and actions**:

✓	School Values (Respect, Thrift, Integrity, Perseverance)
✓	Qualities of Resilience* Pupils demonstrated how they have persevered and shown resilience despite difficult circumstances (e.g. through financial difficulties, facing family issues, health issues etc.) and have managed to overcome the odds and still do commendably well in both academic and non-academic domains.

5. The maximum quota per year for each mainstream school is set at up to 2% of the enrolment of Singaporean pupils. Gongshang Primary School will have the autonomy to decide on the distribution of awardees.
6. Pupils who are conferred the award will receive the Edusave Character Award according to the quantum as shown:

Level	Quantum
P1 to P3	\$200
P4 to P6	\$350

SELECTION CRITERIA

7. The basic criterion for selection is the awardees' **strong and consistent demonstration** of the following **in their behaviour and actions**:
- Excellent conduct (Attitude in class, Punctuality, Adherence to the School Rules)
 - School Values (Respect, Thrift, Integrity, Perseverance) **and / or**
 - Qualities of Resilience (Perseverance and Resilience despite of difficult circumstances)

SELECTION PROCESS

8. The school has instituted a rigorous and robust selection process. Each of the following stages **will** have at least two distinct groups of stakeholders.

(a) **Nomination**

Nomination of pupils for the award is opened to all staff, pupils, parents, and coaches or instructors of Co-Curricular Activities. Submission of nomination from staff, parents, coaches and pupils must be submitted to the General Office. Only **shortlisted nominees** (as informed by the Form Teacher) are required to write a short reflection.

(b) **Shortlisting**

Middle Managers and the level teachers will form the shortlisting panel. Each level will look at the submissions and rank the nominations. Inputs will be sought from all teachers.

The Selection Panel is chaired by Vice Principal (VP), comprises of Head of Departments (Pupil Management), HOD (Character & Citizenship Education), Year Heads, selected teachers and PSG members. The panel will look at the rank-order of the nominees and deliberate further. It will also present the final list of awardees (up to 2% of eligible pupils) to the Endorsement Panel.

(c) **Endorsement**

The Endorsement Panel is chaired by the Principal, comprises of VP, HODs (not in the shortlisting panel), and the PSG Chairperson. The panel will conduct group dialogues with the shortlisted nominees.

(d) **Important Note**

The decision of the school for the Edusave Character Award is final. The school will not consider any appeal on the outcome of the Edusave Character Award.

COMMENCEMENT DATE

9. Individuals who are interested in nominating pupils for this award can obtain the Nomination Form from the School's General Office or [download at the top of this page](#) from **1 August 2017 onwards**. The nomination will end on **23 August 2017 (Wednesday), 5.00pm**.

All Nomination Forms must be duly signed and submitted to the School's General Office by 23 August 2017 (Wednesday), 5.00pm.