



Guidelines

Background

St Michael's Grammar School is renowned for its exceptional wellbeing and academic programs and our commitment to innovative and holistic approaches to teaching, learning and caring. We empower our students to approach their lifelong learning journey with courage, confidence and a strong sense of social justice so that they leave us with the skills, knowledge and character to be contributing citizens of the world.

Our graduates leave with the determination to follow their passions, the confidence to lead and the wisdom to live balanced and meaningful lives inspired by a commitment to making the world a better place.

Purpose

The Old Michaelian Contributing Citizen Awards have been established to formally recognise Old Michaelians who are making, or have made, a significant contribution to the community. The purpose of these Awards is to raise awareness of the accomplishments of our Alumni within the St Michael's and the broader community, and to inspire current St Michael's students.

Categories

Nominations will be invited (posthumous nominations are welcome) in two categories:

1. **Old Michaelian Contributing Citizen Award.**
2. **Old Michaelian Contributing Citizen Young Achiever Award** for Old Michaelians under 35 years old. Nominee must be under 35 years of age as at 31 December in the year of nomination.



The seedling is now in full flower radiating strength back to the community. It bears seeds (the hope for the future) and makes a sustained contribution to new growth.



St Michael's
Grammar School

Selection Criteria

In considering nominations for the Awards, selection will be based upon the following criteria for both categories:

Demonstrated:

1. Positive impact on, and contribution to, the local, state, national or international community and/or the St Michael's Grammar School community above and beyond employment duties or formal responsibilities.
2. Positive impact in one or more of the following: Leadership, Volunteerism, Innovation, Sustainability, Advocacy, Social Change or Education.
3. Adherence to high ethical standards, integrity, transparency and the St Michael's values of Dignity, Respect, Care and Compassion.

These may be further evidenced by documented project or program outcomes, accolades, awards or honours, or by endorsements of support and testimonials from community members or organisations.

Terms and Conditions

- The Award is an individual award and nomination of a partnership or team will not be accepted.
- Each nomination must be made by two members of the St Michael's community (students, staff, past staff, Old Michaelians, parents or past parents).
- Self-nominations will not be accepted.
- Old Michaelians who are current employees of St Michael's Grammar School or those who have been employed at the School in the past five years are not eligible to be nominated.
- Decisions of the Judging Panel will be final and no communication will be entered into in relation to those decisions.
- Nomination forms must be submitted via the online form on the Old Michaelian Contributing Citizen Awards webpage or via email no later than 11.59pm Monday, 18 August 2025.
- From 2025, previously nominated Alumni who were unsuccessful may be renominated. A new nomination must be completed.
- Recipients of a Contributing Citizen Award will continue to be recognised, unless the Award is revoked due to conduct detrimental to the ideals, objectives and values of St Michael's Grammar School. The removal of the Award from any recipient shall be in accordance with a resolution of the St Michael's Grammar School Board.



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Judging Panel

The Old Michaelian Contributing Citizen Award will be administered by St Michael's Grammar School and the judging panel will comprise the following:

- Chair of the Board
- Head of the School
- Two Old Michaelian representatives
- School Chaplain
- President of the Staff Association

The judging panel will be supported by the Director of Advancement.

Nomination Process

Nominations will usually open in May each year and close in August each year (see Key Dates for 2025 nominations). The Awards will be advertised through the following channels:

- St Michael's Website
 - The weekly Community Newsletter
 - St Michael's social media platforms
 - SchoL news
 - **The Crest** magazine
 - EDM (where applicable) to OMs, Past Staff and Past Parents
 - Reunion invitations and post event emails
 - Archive Workshop invitations
 - Digital advertising
1. Nominations must be submitted by two members of the community via the prescribed nomination form. All questions and requirements on the form are to be completed. All Nominations will be acknowledged.
 2. Nominations will be assessed for completeness and all nominations which meet the selection criteria will be provided to the judging panel.
 3. The judging panel will review the nominations and recommend the final recipients for both categories.
 4. The list of recommended recipients will be provided to the St Michael's Grammar School Board for its endorsement.

Award recipients will be advised by the Head of the School.



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Key Dates for 2025

Activities	Date
Opening of nominations	Friday, 6 December 2024
Closing of nominations (must be submitted by 11.59pm on Monday, 18 August 2025)	Monday, 18 August 2025
Awards Presentation Date	Thursday, 23 October 2025

Presentation

Contributing Citizen Award recipients will be recognised at the Old Michaelian Contributing Citizen Awards Celebration. The celebration will showcase current students and Old Michaelians.

Award recipients will be invited to and acknowledged at the Celebrating St Michael's event in the same year and may be invited to present student awards.

Contact

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