

# Work Based Learning Awards 2006 Lincolnshire and Rutland

## GUIDANCE NOTES AND CRITERIA

### Who should be nominated?

These Awards are aimed at individuals and employers who have been involved in Work Based Learning for Lincolnshire and Rutland in 2006.

### How to nominate

Complete the nomination form enclosed with this information. Give your details and those of the person or employer that you are nominating for an Award. Please make sure that you have spoken to the person that you are nominating so that when we write to them they will already be aware of this.

Please read the Award criteria listed below and provide the relevant details about the individual or project so that the judges can make an informed decision.

The information that you as a nominator provide will form the basis of the judges' decisions. It may therefore be best to speak to the person that you have nominated to ensure that all information given is as full and accurate as possible.

### How will the nominations be judged?

Each of the nominations will be considered by a panel of judges and will be matched against the Awards criteria. Three finalists will be chosen for each Award. These finalists will be required to attend the Awards Dinner on 25th January 2007. A winner in each Award category will be announced at the Awards Dinner.

### Help with your nomination

If you require any help with your nomination please call the Awards Helpline on 0845 058 0490 or email [realsuccess@headstorm.co.uk](mailto:realsuccess@headstorm.co.uk). The helpline will be manned between 9am and 5pm, Monday to Friday. If you call out of these hours, leave a message and we will respond as soon as we are able.

### Submitting your application

Please return your completed nomination form and any supporting evidence to:

WBL Awards – Lincolnshire and Rutland  
c/o HeadStorm Marketing  
8 Princess Road West  
Leicester LE1 6TP

Or email: [realsuccess@headstorm.co.uk](mailto:realsuccess@headstorm.co.uk)

Or fax: 0870 199 1464

**Closing date for all nominations is *Tuesday 19th December 2006***

### Conditions of entry

The organisers cannot accept any responsibility for loss or damage of an entry. All entries will be treated in the strictest of confidence. The judges' decisions will be final and no correspondence or discussion will be entered into regarding the selection of winners.

All entries will be acknowledged in writing. If you do not hear from us please contact the helpline on 0845 058 0490.

## Key Dates

Nominations deadline:	Tuesday 19th December 2006
Finalist decisions:	Friday 5th January 2007
Awards Dinner:	Thursday 25th January 2007

## Award Categories:

### Young Apprentice of the Year Award

This Award seeks to acknowledge and celebrate young learners' exceptional achievements during their Young Apprenticeship Programme. Learners must be in the second year (Year 11) of a Young Apprenticeship Programme. Judges are looking for entrants who have made the most of their time on the programme, demonstrating considerable progress personally and in their studies. Learners' may have helped the company where they had their work placement; proved to be a worthy team member; used new skills to help the local community or overcome personal obstacles.

### Entry to Employment Learner of the Year Award

The e2e Learner Award seeks to acknowledge and celebrate e2e learners' exceptional achievements during their e2e Programme. Learners must be completing or have completed an e2e programme. Applicants should have been in LSC or ESF funded learning in 2006. Judges are looking for entrants who have made the most of their time on the programme, demonstrating considerable progress personally and in their studies. Entrants may have demonstrated commitment to personal development and progression through learning; contribution to the company where they had their work placement; examples of achievement and attainment in learning and work and have inspirational qualities.

### Entry to Employment Personal Achiever of the Year Award

The e2e Personal Achiever Award seeks to acknowledge and celebrate e2e learners who have successfully overcome barriers or obstacles – personal or educational – to achieve their goals. Learners must be completing or have completed an e2e programme. Applicants should have been in LSC or ESF funded learning in 2006. Judges are looking for inspirational stories of e2e learners' achievements. Entrants may have shown commitment to their own personal development and progression through learning; overcome obstacles and barriers in learning or at work and demonstrated inspirational qualities.

### Apprentice of the Year Award

The Apprentice Award seeks to acknowledge and celebrate learners' exceptional contribution to their workplaces. Entrants will have made a real difference to the organisation they work in, by going beyond everyone's expectations. Apprentices must be working towards or have completed an Apprenticeship. Applicants should have been in LSC funded learning in 2006. Two awards are given in this category: **Apprenticeship and Advanced Apprenticeship**. In particular, judges are looking for entries that demonstrate commitment to personal development and progression through learning; outstanding contributions to the workplace, in particular areas or projects where expectations have been exceeded; examples of achievement and attainment in learning and work and shown inspirational qualities.

### Apprentice Personal Achiever of the Year Award

The Personal Achiever Award seeks to acknowledge and celebrate apprentices who have successfully overcome barriers or obstacles – personally or in the workplace – to achieve their goals and exceed all expectations of their employers' or learning providers'. Apprentices must be working towards or have completed an Apprenticeship. Applicants should have been in LSC funded learning in 2006. Two awards are given in this category: **16-18 years old and 19-24 years old**. Judges are looking for inspirational stories of apprentices' exceptional achievements. In particular, entrants that demonstrate commitment to their own personal development and progression through learning; ability to overcome obstacles and barriers in learning or at work and have inspirational qualities.

### Employer of the Year Award

The Employer of the Year Award seeks to acknowledge and celebrate employers' commitment to development young people. Three awards are given in this category: **e2e, Young Apprenticeship and Apprenticeship**. Judges are looking for entrants that can demonstrate commitment to training and supporting young people.