



The Big Skill Awards 2009

Celebrating learning, skill development and achievement in the East of England

Presented by **LSC** in partnership with **BBC East**

"I welcome the opportunity to champion The Big Skill as its awards acknowledge people's dedication to improve their lives and those of others through learning. As Minister for the East of England, I believe that it is essential to invest in skills across our region in order to ensure that our workforce is world-class by 2020."

Barbara Follett, Minister for the East of England

"Winning a Big Skill Award is a great way to build pride and to generate recognition for hard work in learning and developing skills."

Graham Brough, Area Director, LSC Norfolk

>lsc

Leading learning and skills

B B C East

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Welcome to The Big Skill Awards 2009

The Big Skill Awards recognise and reward people in the East of England who have improved their own life or the lives of others through learning. The Learning and Skills Council (LSC) wants more people of all ages and backgrounds to participate in learning, develop new skills and be given every opportunity to fulfil their potential.

In partnership with BBC East, the LSC is inviting people who have learned a new skill or gained a new qualification in 2008/09 to enter The Big Skill Awards. There are seven categories to choose from and entries must show how the nominated person has excelled and/or overcome challenges to acquire new skills and how learning has had a positive impact on that person or other people.

Whether you are improving your numeracy and literacy, or learning to develop websites in order to improve your job prospects, perhaps teaching first aid at a village hall or taking on apprentices, The Big Skill wants your nominations. Regardless of being at school, college, work or retired,

everyone has opportunities to improve their lives by learning new skills.

So if this sounds like you, or you know someone who deserves some recognition for their hard work to gain or pass on new skills, fill out the nomination form enclosed in this information pack and return it by 30 April 2009. In doing so the nominee could win £150 of experience gift vouchers and you'll be helping the LSC and BBC East celebrate the huge difference learning can make to lives, and encourage others in the region to gain new skills.

Award winners will be announced at the Big Skill presentation events across the region in June 2009.

Entering The Big Skill Awards

People who live and/or learn in the East of England (Bedfordshire and Luton, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk) can be entered for a Big Skill Award. In addition, The Big Skill is delighted to invite Buckinghamshire residents to enter the awards in 2009. Please enter the local Awards based on the county you live in rather than the county you study in (should you live and study in different counties). The seven award categories are:

1. 14–16 Learner Award
2. 17–19 Learner Award
3. Adult Learner Award

How to nominate

Nominations can either be made on the official form within this information pack and posted, or online at www.lsc.gov.uk/eastofengland where the form can also be downloaded and posted or emailed. The form can be submitted either by a nominee or a nominator.

Entries must be received either at the address stated in the nomination form by **30 April 2009** or, if emailed to

Definitions

The nominee is the person being put forward for The Big Skill Award. The nominee should complete the nominee's statement on page 11 of the nomination form and the release statement on page 12 and sign where indicated. For category 6, a nominee can be a group of people, in the other six categories only an individual can be nominated. Age limits apply to certain categories.

The nominator is a person who knows the nominee and supports

4. Skills for the Community Award
5. Skills for Work Award
6. Employer Commitment to Skills Award
7. The Learners' Champion Award

More information about each of the award categories can be found in the Awards categories and criteria on pages 4 and 5. All entrants can be nominated for as many awards as are relevant.

Nominees can enter themselves and must ask a nominator to support the entry. Nominators can be anyone involved in that person's learning; a learner, manager, teacher, trainer, mentor or employer.

laura@livecom.co.uk by 5pm on 30 April 2009.

The nominee and nominator will be sent a letter of confirmation within two weeks of the nomination being received. Please contact a:live Communication Limited on **01234 341200** if a confirmation is not received within that time.

Nominees and nominators reaching the final stage will be contacted during week commencing **18 May 2009** and

invited to attend the awards presentation within the relevant county. As well as an award, winners of each category will receive £150 of experience gift vouchers.

(For the winner(s) of category 6, up to four awards of £150 can be made. Each runner up will receive a certificate).

their entry and must be aged over 18.

The nominator cannot be related to the nominee.

The nominator must read the nominee's statement and complete the nominator's statement on pages 9 and 10 of the nomination form to show in up to 250 words how the nominee meets the criteria for the category being entered and sign where indicated.

The statements can be hand written or typed and securely attached to the

nomination form or emailed. The nominator must specify in detail how the nominee fulfils the criteria giving examples wherever possible.

The Big Skill Award categories



Category 1

'14-16 Learner Award'

Who should enter:

An individual aged 14-16 years old who has developed skills and/or made a major learning achievement. This award will celebrate the achievements of a young learner who has demonstrated considerable progress personally and in their studies.

Judging criteria:

- Aged between 14 and 16 on 30 April 2008
- Exceeded their original aims and expectations
- Made a significant personal journey to achieve i.e. improved/come a long way from where they started
- If relevant, been able to make progress towards accessing their chosen career path

Category 3

'Adult Learner Award'

Who should enter:

An individual aged 20 and over. This award seeks to celebrate an adult learner who has greatly improved their skills and learning and achieved a new qualification.

Judging criteria:

- Aged 20 or over on 30 April 2008
- Examples of commitment to develop and progress through their own motivation and determination
- Exceeded their original aims and expectations
- Made a significant personal journey to learn and/or gain a new skill i.e. improved/come a long way from where they started
- Changed their life (or the lives of others) for the better

Category 2

'17-19 Learner Award'

Who should enter:

An individual aged 17-19 years old who has developed skills and/or made a major learning achievement.

This award will celebrate a young learner's exceptional achievements while studying for an Apprenticeship, Entry to Employment (E2E) at school 6th form or further education college.

The individual will display inspirational qualities and demonstrate commitment to their personal development, progression through learning and a contribution to their place of work or study.

This award will recognise the achievements of an individual young learner from an educational institution or workplace.

Judging criteria:

- Aged between 17 and 19 on 30 April 2008
- Exceeded their original aims and expectations
- Made a significant personal journey to learn and/or gain a new skill i.e. improved/come a long way from where they started
- If relevant, been able to go on and access their chosen career path

Category 4

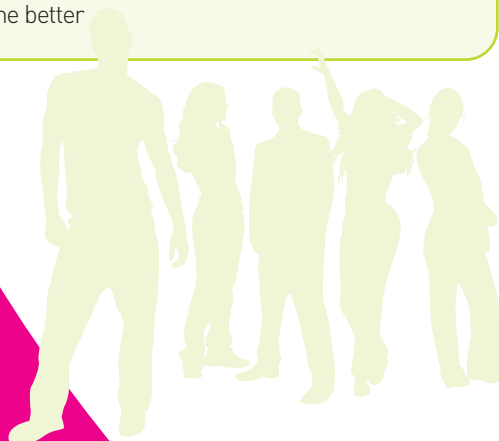
'Skills for the Community Award'

Who should enter:

An individual who has introduced learning within their community (either voluntary or non-voluntary) and through learning themselves has been able to make a telling contribution to their community.

Judging criteria:

- Enhanced the learning experience of others within a community or benefited a community through learning new skills
- Exceeded their own expectations
- Changed their life (or the lives of others) for the better



Category 5

'Skills for Work Award'

Who should enter:

An individual who has shown true commitment to developing their skills within the workplace by undertaking specific training to do their job, or has undertaken training/learning independently which directly impacts on their working life.

Judging criteria:

- Enhanced their working life by progressing their existing career path or retraining in a completely new field
- Exceeded their own expectations
- Made a significant personal journey to learn and/or gain a new skill i.e. improved/come a long way from where they started

Category 7

'The Learners' Champion Award'

Who should enter:

Trainers, tutors, teachers, mentors, trade unions and anyone else who is passionate about learning and has made an outstanding contribution to the achievement of others.

Judging criteria:

- Advocates of learning who are dedicated to teaching and inspiring in their approach to learning
- Shown excellence in teaching, training or mentoring
- Made a positive difference to an individual, team, group or community
- Encouraged learners to achieve and continue their learning

Category 6

'Employer Commitment to Skills Award'

Who should enter:

Employers can enter this award to acknowledge their company's commitment to training, developing and up-skilling its staff. An employee might also wish to enter their employer for this award.

Entrants might be successfully using Apprenticeships, the Train to Gain service or investing in skills through other training forums.

Judging criteria:

- Employer support and encouragement in helping staff to achieve qualifications and new skills to benefit both employer and employee
- Success in identifying individual and team training needs
- Encouragement for staff to achieve success
- Made a positive difference to the business and its staff

The Big Skill 'Excellence Award of 2009'

This award cannot be entered. Each county judging panel will select one winner from each of the seven categories and from these the judges will then select one winner for the 'Excellence Award of 2009'. This award will be in recognition of outstanding achievement and excellence.

Judging criteria:

- Outstanding success in learning or teaching new skills
- Making a positive difference to their life and/or others' lives
- Dedication to learning new skills
- Exceeding expectations
- Making a significant personal journey

The Big Skill Awards - Key Dates 2009

30 April 2009

Closing date for nominations

4 May – 15 May 2009

Judging process

Week commencing 18 May 2009

Finalists informed and invitations sent to finalists and their nominators

Presentation of The Big Skill Awards 2009 across the region as follows:

Norfolk – Monday 8 June – The Forum, Norwich

Buckinghamshire & Bedfordshire – Tuesday 9 June – Harpur Square, Bedford

Essex – Thursday 11 June – Town Centre, Chelmsford

Cambridgeshire – Monday 15 June – the Town Hall, Peterborough

Hertfordshire – Tuesday 16 June – Gordon Craig Leisure Centre, Stevenage

Suffolk – Wednesday 17 June – the Town Hall, Ipswich.

Judges

Entries for The Big Skill Awards will be judged by a panel of experts who are expected to include county representatives from:

BBC East

The Learning and Skills Council

Local press

Successful local learner

Contact details

For further information about The Big Skill Awards 2009 please contact:

Laura Williams

a:live Communication Limited

2 The Mews

St Peters Street

Bedford

MK40 2NN

Tel: **01234 341200**

Fax: **01234 341811**

Email: **laura@alivcom.co.uk**



NOMINATION ENTRY FORM

The Big Skill Awards 2009

Closing date for entries: 30 April 2009

NOTES FOR ENTRY

Please read the following notes for entry before completing this form:

1. Entries must be on the official nomination forms and sent by post to:

The Big Skill Awards 2009
a:live Communication Limited
2 The Mews
St Peters Street
Bedford
MK40 2NN

or the official nomination form can be downloaded from www.lsc.gov.uk/eastofengland and emailed to laura@alivecom.co.uk by 5pm on 30 April 2009.
2. Entries must clearly state which county Awards programme the nominee is entering on the relevant area of the nomination form.
3. Should a nominee live and study in different counties, only enter the Awards programme running in the county the nominee lives (rather than the county the nominee studies in).
4. All required fields of the form must be completed and the forms must be signed by the nominator and the nominee (and the nominee's parent/guardian where applicable) where indicated. Useful definitions:
Nominee – the person/group being put forward for a Big Skill award.
Nominator – the person who knows the nominee and supports their entry such as a teacher, trainer, employer, colleague, learner. The nominator must be aged 18 or over and cannot be related to the nominee.
Learning or skill development – anything that a person has done or is doing to improve their knowledge or skills e.g. learned something at home, learnt from a colleague, attended a course, achieved a qualification etc.
5. Details should be typed or written in black ink.
6. If nominators/nominees are unable to complete this form personally, they may ask a person to do so on their behalf.
7. The same nominator can nominate as many people in as many categories as he or she deems relevant provided the nominees fit the specific criteria for each category.
8. The same nominee can be nominated in more than one category.
9. In the instance of entering more than one award category or more than one nominee, please do not use the same nomination form. Complete one form for every nominee and every category.
10. Each nominee must give consent to be nominated.
11. Check that the nominee's name is spelled correctly. This name will appear on the certificate and award should the entry be successful. We cannot accept responsibility for names that are spelled incorrectly.
12. The nominees and nominators of all finalists will be contacted to check the information given.
13. For help with this form contact a:live Communication Limited on 01234 341200 or email laura@alivecom.co.uk
14. Check that you have indicated for which category the person is being nominated. If a category is not stated, the most appropriate category will be allocated.
15. The judges will base their decision on how closely the nominee(s) fulfil the entry criteria as detailed by the nominator.
16. The judging panel will base their decision on the content of the nomination form only so make sure it is filled in as fully and with as much detail as possible.
17. Representatives from the LSC and the BBC East will compile a shortlist of candidates for each award which will be put to the panel of judges listed on page 6 who will decide upon the overall winner of each category.
18. Final judging takes place during week commencing 11 May 2009. The winner and up to two runners up will be selected for each of the 7 award categories. Only one winner per county will be selected for the Big Skill Excellence Award of 2009.
19. If there are insufficient entries or entries fail to meet the requisite standard the judges may withhold an award at their absolute discretion.
20. The winners will be announced at award ceremonies across the region that the finalists and their nominators in each category will be invited to attend. The names of the winners will not be disclosed in advance.

NOMINEE PERSONAL DETAILS

Full name **(please print)**: _____

Mr/Mrs/Ms/Miss/Other: _____

Home Address: _____

_____ Postcode: _____

Daytime telephone number: _____

Evening telephone number: _____

Email: _____

Age on 30 April 2009: _____

Where did your learning take place e.g. name of college, training provider, employer? _____

How did you find out about the Awards? _____

Do you have a criminal conviction? Yes No

If yes, please specify the conviction as this could affect your nomination: _____

Parent/Guardian consent for the nominee to be entered in to The Big Skill Awards if under the age of 16

Parent / Guardian signature: _____

PLEASE TICK THE AWARD PROGRAMME YOU ARE ENTERING BASED ON WHERE YOU LIVE

(please select ONE from the categories below)

Bedfordshire and Luton Essex Buckinghamshire

Cambridgeshire Norfolk

Hertfordshire Suffolk

PLEASE TICK AWARD CATEGORY ENTERED **(please select ONE from the categories below - additional categories may be entered but a new form must be completed)**

14-16 Learner Award Skills for Work Award

17-19 Learner Award Employer Commitment to Skills Award

Adult Learner Award The Learners' Champion Award

Skills for the Community Award Others - please state

Office use only:

Date received: _____ Ref: _____

NOMINEE'S RELEASE STATEMENT *(to be completed for ALL categories)*

The nominee should read the completed form carefully, including the nominator's statement and then complete and sign the section below.

The LSC would like to use information contained within this form as part of its promotional campaign. This could include using your name, photograph and any other information contained in this form for publicity purposes.

If agreed, you understand that you will not necessarily be contacted prior to any information being used for this purpose. Please tick the relevant statement below:

I agree that the information can be used for publicity purposes

I do not want the information used for publicity purposes

If you are a winner/nominee, please refer to these awards as 'The Big Skill Awards 2009', in any future publicity or communication.

I confirm that all information given in support of this entry is correct.

I understand that the judges' decision is final.

Signature: _____

Date: _____

Signature of parent/guardian *(if nominee is under 16)*: _____

Date: _____

OTHER INFORMATION

To help us monitor our Equality and Diversity Policy we ask that nominees complete the boxes using a tick where appropriate. This information will be securely stored by the LSC and not shared with any third parties. Any information given in this section will be treated separately and will not impact on your entry. Please tick the relevant boxes below.

Personal details

Male: Female: Date of birth: _____ Are you disabled? Yes No

Ethnic group

Asian or Asian British – Bangladeshi	<input type="checkbox"/>	Mixed – White and Asian	<input type="checkbox"/>
Asian or Asian British – Indian	<input type="checkbox"/>	Mixed – White and Black African	<input type="checkbox"/>
Asian or Asian British – Pakistani	<input type="checkbox"/>	Mixed – White and Black Caribbean	<input type="checkbox"/>
Asian or Asian British – any other Asian background	<input type="checkbox"/>	Mixed – any other Mixed background	<input type="checkbox"/>
Black or Black British – African	<input type="checkbox"/>	White – British	<input type="checkbox"/>
Black or Black British – Caribbean	<input type="checkbox"/>	White – Irish	<input type="checkbox"/>
Black or Black British – any other Black background	<input type="checkbox"/>	White – any other White background	<input type="checkbox"/>
Chinese	<input type="checkbox"/>	Other	<input type="checkbox"/>

YOUR COMPLETED FORM should be returned by post or via email to:

Post

The Big Skill Awards, a:live Communication Limited, 2 The Mews, St Peters Street, Bedford MK40 2NN.

Email

laura@alivecom.co.uk

DEADLINE FOR ENTRIES

5.00pm Thursday 30 April 2009

The LSC and BBC reserve the right to alter, amend or cancel any or all of the stages or categories at their absolute discretion.

DATA PROTECTION

This information is captured and stored and may be used to send further information about products and services from the Learning and Skills Council, or relevant third party organisations. The Learning and Skills Council is a registered data controller under the Data Protection Act. If you do not wish to receive further information or your details have changed, please tick here

HELP WITH THIS FORM

If you require a large print copy of this form, or if you have any queries on how to complete the form or would like to send in your entry using an audio tape, please contact a:live Communications on 01234 341200.



LEARNING AND SKILLS COUNCIL EAST OF ENGLAND

The LSC:

- provides free training programmes to young people and adults employed in local businesses
- plans and funds education and training in schools, colleges and sixth forms, provides advice and supports people wanting to continue in, or return to, education
- provides financial support to young people and adults to allow them to continue in education

The LSC exists to make England better skilled and more competitive. It is responsible for ensuring the availability of high-quality education and training for everyone. It has a single goal: to improve the skills of England's young people and adults to world class standards by 2020. The LSC's vision is that young people and adults in England have knowledge and skills matching the best in the world and are part of a truly competitive workforce. It works nationally, regionally and locally to deliver this ambition on behalf of learners and employers.

In the East of England there are six LSC offices, one in each county: Bedfordshire and Luton, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk. In addition, The Big Skill is delighted to welcome Buckinghamshire residents to enter the awards in 2009. The LSC works with its partners, local employers, training providers, schools and colleges to realise the vision of developing the region as one of the most successful knowledge-based economies in Europe.

For more information on the LSC, visit www.lsc.gov.uk or telephone:

- Bedfordshire and Luton - **0845 019 4160**
- Cambridgeshire - **0845 019 4165**
- Essex - **0845 019 4179**
- Buckinghamshire - **0845 019 4147**
- Hertfordshire - **0845 019 4167**
- Norfolk - **0845 019 4173**
- Suffolk - **0845 019 4180**

“The LSC co-ordinates the educational and training offer across the East of England with the goal of making a wide range of learning options available and accessible to everyone. Being skilled gives a person more choices and can have a huge impact on their lives and the lives of others. We want all people in the East of England to have every opportunity to make a difference to their lives in this way.”

GRAHAM BROUGH, AREA DIRECTOR, LSC NORFOLK.

BBC EAST

BBC East

BBC East is built around six local radio stations and online sites - Norfolk, Suffolk, Essex, Cambridgeshire, Northamptonshire and Three Counties (Hertfordshire, Bedfordshire and Buckinghamshire).

The BBC has a commitment to inform, to entertain and to educate and we see this partnership with the Learning and Skills Council as a natural development of that by encouraging people of all ages to learn a new skill. The BBC will celebrate some of the great positive stories across radio, online and television on BBC Look East. The Big Skill got off to a fabulous start in the pilot in Norfolk last year with BBC presenters rolling up their sleeves to set an example; including learning to drive a bus, Indian head massage, singing lessons and learning to cook.

“The Big Skill 2008 achieved its aim of encouraging people into learning. The incredible stories of achievement by existing learners and those who encourage and support them were great to listen to and read about and were genuinely inspirational. We look forward to what The Big Skill 2009 has to offer.”

TIM BISHOP, HEAD OF REGION, BBC EAST



Ray Stubbs **Sports Broadcaster**

The LSC and BBC East are delighted that Ray Stubbs is supporting The Big Skill. Ray joined Tranmere Rovers FC from school and played for the team for five years. He spent three years with BBC Radio Merseyside as a reporter and presenter before moving to BBC Manchester as an assistant producer.

After working on the BBC's coverage of sports including snooker, darts and cricket and on the quiz show 'A Question of Sport' he worked as a producer, reporter and presenter on BBC2's investigative sports series 'On the Line'.

Ray is one of a small group of broadcasters to have presentation experience on the likes of Match of the Day, Grandstand, Sportsnight, Football Focus and Final Score. His assignments

have also included Summer and Winter Olympic Games, the Commonwealth Games, the World Darts Championship and the World Snooker Championship. He has worked on the last five football World Cup tournaments. Last year he continued to present on Final Score and zig zagged over Austria and Switzerland for Euro 2008.

As a supporter of Sport Relief, Ray has had to take on other challenges. In 2002 he was dropped 100 feet into a pile of boxes; in 2004 he was suspended from a crane and swung into a giant ball of dung and in 2006 was tied to a post and bombarded by 15,000 bouncy balls. In 2007 Ray took part in his most daunting challenge, Comic Relief does Fame academy, singing live on BBC1.



***Changing people's lives... here are the winners
from The Big Skill Awards 2008:***



Chad Hogben – Big Skill Excellence Award winner, 2008

"It means so much to me and my family"



Lorraine Waller – Skills for the Community Award winner, 2008

"My award win inspired others in my group to learn new skills"



Christian Ashworth – Adult Learner Award winner, 2008

"I'm proud of myself and how much I've achieved"



Sharon Holsey – The Learner's Champion Award winner, 2008

"I feel honoured that my teaching was rewarded"



Kayleigh Topley – 14 – 16 Learner Award winner, 2008

"Winning added to the confidence I gained while learning"



Karen Archer – Skills for Work Award winner, 2008

"You can achieve anything if you're determined"



**Jessica Burrows, Premier Foods – Workforce Learning
Award winner 2008**

"Developing the skills of our employees has built a stronger team...
we're thrilled to have won!"