

SUPPORTING STAFF MEMBERS

ELIGIBILITY

Only secondary students who work directly with OSSTF/FEESO members (teachers, educational assistants, etc.) are eligible. The relationship between the student and supporting staff member is integral to the contest.

TIMING

Consult the web page osstf.on.ca/studentachievementawards for specific deadlines. Submissions are due early, long before the end of the first semester, so encourage students to begin their work soon.

ENCOURAGE STUDENTS

Each school should have received two posters for this year's awards. Please display them in a prominent location and add your name to each poster so that students know whom they can talk to about the awards. Some teachers incorporate the awards into their assignments, so that each student in their class produces a potential submission.

COMPLETE THE PAPERWORK

A completed submission form must accompany each submission or the work may be disqualified.

Please check student's entry to ensure that they've checked appropriate boxes, filled out the full entry form and have attached your letter as a supporting staff member. Each submission must also be accompanied by a short-written piece explaining how you supported the student. We celebrate the "quality" of student work; we examine how the student has been shaped by their life experience. In addition, we want to celebrate the work that you do with students.

Student submissions will not be considered without this supporting document

HELP YOUR STUDENT, BUT NOT TOO MUCH

Your role is to support your student. Please provide advice, suggestions, encouragement and editing assistance. The work should be the student's, but your input is valuable too.

SEND IN THE SUBMISSION

After judging all the submissions at the school level, each school is permitted to send in one submission in each of the eight categories to the local District OSSTF/FEESO office. Feel free to enlist other OSSTF/FEESO members to help select the best from your school.

If you do not know where to send the school's winning submissions, visit our website, www.osstf.on.ca for the correct address of your local district office and contact information for the local executive. **Do not send your entries to the provincial office of OSSTF/FEESO.** They must be judged at the district level first.

ENSURE YOU HAVE ENTERED YOUR STUDENT IN THE CORRECT CATEGORY

Please check the category that your student has entered to ensure that it is appropriate for their learning level.