



**2020**

**Roger O'Sullivan  
Memorial Award**

*Family, School and Community  
Partnerships for Learning*

**Information and Application Form**



*Leadership, Advocacy and Support*

## About Roger O'Sullivan

Roger O'Sullivan was the first executive officer of the Council of Catholic School Parents. He made an extraordinary contribution to Catholic education in NSW and nationally throughout his long and distinguished career as an educator, leader and advocate.

Roger entered eternal life in 2015. This Award continues his legacy and recognises his invaluable contribution to education and his dedication to creating a strong foundation for the voice of parents and carers. Dedicated to Roger's memory, the Award is open to school communities that are able to demonstrate a strong partnership between the family and the school that enhances student learning outcomes.



## The Roger O'Sullivan Memorial Award

The Council of Catholic School Parents NSW/ACT (CCSP) is proud to declare open the annual Roger O'Sullivan Memorial Award for Family, School and Community Partnerships for Learning (ROS Award). This award is for a school community, including parents and carers, that can demonstrate exemplary practice in bridging the gap between home and school to enhance the learning outcomes of students. These outcomes may focus on faith formation, the school curriculum or student wellbeing, or any combination of the three. That said, at the heart of this award are family, school and community partnerships in which the family and community are authentically engaged.

Key definition: 'Family and community engagement' is defined here as:

**collaborative and intentional strategies** by Catholic school communities that recognise and build upon the knowledge, skills, values and attitudes exists within families and local communities to support students' learning in a Catholic school setting.

Key definition: 'Family school partnerships' is defined here as:

collaborative **relationships** and activities involving school staff, parents and other family members of students at a school. Effective partnerships are based on mutual trust, respect and shared responsibility for the education of the children and young people at the school.

More than 50 years of research tells us that family, school and community engagement improves student learning outcomes, which apply primarily to the academic curriculum, but can also include faith formation and wellbeing. In Catholic schools, learning occurs in each of these three areas. The crucial aspect for parent engagement in this context is that parents and carers are **authentically engaged** in whatever learning is taking place.

Parent bodies and leaders from eligible Catholic school communities are invited to apply for the ROS Award by demonstrating how a **partnership-focused initiative** has enhanced student learning outcomes. The initiative must be an authentic parent engagement project. Ideally, it will have been **parent-initiated**, but this is not essential so long as parents have been collaborative partners and authentically engaged throughout the life of the project.

The award recipient will receive **\$4,000** to support the further development of this project or initiative which aims to build parent and community engagement through collaborative partnerships. A trophy is also awarded to the recipient school to remind all school community members and visitors of the importance of parent engagement in the learning of children and young people. The CCSP will use its media channels to showcase the initiative so that other school communities can follow the great example provided by the award recipient. This includes a write-up in CCSP's online newsletter, which is distributed widely to school boards, parent groups, principals, state and federal politicians, journalists, Catholic Church officials, Diocesan schools offices and other state and national parent associations.

**The closing date for applications is Friday 25 September 2020.**

## Eligibility

This award is open to Catholic school communities in NSW – primary, secondary and mixed.

The following entities are eligible to apply:

1. Parents and Friends (P&F) Associations of Catholic schools (or similar bodies, e.g. a school board or council)
2. Diocesan (or systemic) Catholic Schools
3. Affiliated Congregational (Religious Institute/PJP) Schools

There is scope for school communities to enter in small groups or clusters provided they meet the all the eligibility and application requirements.

All Diocesan (systemic) Catholic schools are eligible to apply given that they are all members of the CCSP. Only affiliated Congregational/RI/PJP (Independent or non-systemic) Catholic schools that are 2020 financial members of the CCSP are eligible to apply. If you are unsure, please contact the CCSP secretariat.

*Has your school implemented an initiative that focuses on school, parent and community collaboration?*

*Tell us more ... apply for the 2020 ROS Award for an opportunity to receive a \$4,000 grant to further this initiative.*

**Note: It is not a requirement of the 2020 ROS Award that the initiative commenced in 2020. You may submit an application for an ongoing initiative that pre-dates 2020.**

## Application Process and Endorsement

1. Applications open on Friday 31 July 2020 and close on Friday 25 September 2020
2. Applications must be lodged using the ROS Award Application Form at the end of this Information and Application Booklet (and available at <http://www.ccsp.catholic.edu.au/2020-roger-osullivan-award>)
3. All applications must be endorsed as follows:
  - if lodged by a P&F Association (or equivalent body): endorsement by the school Principal
  - if lodged by a school: endorsement by the P&F President and the school Principal
  - if lodged by a cluster of Schools: endorsed by the P&F Presidents and school Principals of all schools.
4. Applications on the provided application form must be submitted electronically to:

Peter Grace  
 Executive Director  
 Council of Catholic School Parents  
 Email: [office@ccsp.catholic.edu.au](mailto:office@ccsp.catholic.edu.au) by Friday 25 September 2020

5. CCSP will acknowledge receipt of all applications by the end of September 2020.

## Judging and Presentation

1. Judging will take place in October 2020 by a panel to be convened by CCSP.
2. The judging panel will select one award recipient. The accompanying judging criteria (see over) will be applied by the members of the judging panel.
3. The successful applicant will be contacted by the CCSP Executive Director advising them of the outcome.
4. All applicants will receive advice from the CCSP to notify them of the outcome of the judging process.
5. The successful applicant and the CCSP secretariat will arrange for the CCSP Executive Director to visit the school to present the award. It is expected that some of the parents who have been integral to the success of the initiative will attend the presentation. This event is intended to be just one of several opportunities to showcase the ROS Award recipient's entry as an example of best practice parent engagement.

## Judging Criteria for the Award

All applicants will be considered by the judging panel on the basis of how well their initiative meets the Award's Essential and Desirable Criteria, as follows:

### Essential Criteria:

That the initiative:

1. Is a genuinely collaborative partnership between families, the broader community and the school
2. Illustrates authentic parent engagement directed at the enhancement of student learning outcomes in a Catholic school setting
3. Demonstrates how parent engagement in the learning of children and/or young people has been enhanced
4. Has in-built sustainability such that it does not require ongoing high levels of material investment
5. Can be built upon or enhanced using the \$4,000 funding provided by CCSP

### Desirable criteria

That the initiative:

1. Is parent-initiated
2. Clearly demonstrates how all stakeholders (parents/carers, students, teachers, school staff, school leaders, the parish and/or the community) have been involved

A list of instructions is provided in the Application Form to assist applicants in addressing these criteria.

### Did you know?

*Parent Involvement in the life of a Catholic school is very important, e.g. being on the canteen roster, helping to organise fetes and volunteering for working bees and athletics carnivals. Our schools couldn't function without parents helping out in a multitude of ways. BUT, **parent engagement** in learning grows from having meaningful conversations with your child and your child's teacher(s) so that, as a parent/carer, you become an active participant in your child's learning.*

### Council of Catholic School Parents NSW/ACT (CCSP)

CCSP is the peak state parent body representing families of more than 255,000 children in almost 600 Catholic schools in NSW/ACT.

Visit our website at [www.ccsp.catholic.edu.au](http://www.ccsp.catholic.edu.au) where you will find information for parents/carers, schools and educators on Catholic schools, funding, parent associations, governance, parent engagement and much more.

You are warmly invited to subscribe to our quarterly newsletter at [www.ccsp.schoolzineplus.com/subscribe](http://www.ccsp.schoolzineplus.com/subscribe) and to follow us on Facebook <https://www.facebook.com/cathschoolparents/>



Council of Catholic School Parents  
Level 12, 133 Liverpool Street,  
Sydney NSW 2000

P 02 9287 1514 / 04122 540 260  
E [office@ccsp.catholic.edu.au](mailto:office@ccsp.catholic.edu.au)  
[www.ccsp.catholic.edu.au](http://www.ccsp.catholic.edu.au)

# APPLICATION FORM



Applications close on Friday 25 September 2020

Please complete the application form by providing **typed** responses in the spaces provided below

## Details of Applicant:

P & F Association/Parent Body

School/s

Affiliated Congregational School

School Name

Address

Name of the Project

Diocese

Key Contact Person

Role/Position

Telephone

Mobile

Email Address

## Declaration:

As the person submitting this application, I/we certify that:

1. All information provided is done so in good faith and truthfully
2. I/we understand that the Key Contact Person listed on this Application Form will be responsible for the final report on the initiative to CCSP
3. I/we agree to have this initiative shared with the NSW Catholic school sector through publication on websites and other appropriate media channels.

Name:

Date

Signature

To complete this application in accordance with the application instructions the following endorsement section must be completed. The application requires the endorsement of BOTH the school principal and the president/chair of the school's parent body.

### Endorsement Declaration:

The persons named below are aware of and support the application and all information contained in the documentation provided and can be contacted to validate the application if required.

#### Principal

Name

Email Address

Signature

Date

#### Parent Body President/Chair

Name

Email Address

Signature

Date

### Submission of Application:

Entries should be submitted electronically to [office@ccsp.catholic.edu.au](mailto:office@ccsp.catholic.edu.au) by **Friday 25 September 2020**.

Peter Grace  
Executive Director  
Council of Catholic School Parents NSW/ACT

## Application Instructions

### Mode or format of submission:

The mode or format of the submission is left up to each applicant. For instance, the submission may be in the form of an engaging video clip or set of slides or more along the lines of an essay or report so long as the required content is addressed. The use of photographs that illustrate the nature of the initiative is very much encouraged.

Feel free to illustrate your description with videos, photographs, work samples, testimonials, etc.

Regardless of the mode or format adopted, the same published set of criteria will be applied by the judging panel to all applicants' submissions.

### Content of submission:

Provide any relevant background to the initiative, including whether there was an area in need of improvement that was identified and addressed. If any preliminary research was undertaken, make reference to that here.

Provide a basic description of the initiative, ensuring that you identify:

- a) how it is a genuinely collaborative partnership between families, the broader community and the school
- b) how it illustrates authentic parent engagement directed at the enhancement of student learning outcomes in a Catholic school setting
- c) how it demonstrates the way in which parent engagement in the learning of children and/or young people has been enhanced
- d) how it is resourced in a sustainable way – include here a statement on the likelihood of this initiative being able to be replicated in other Catholic school communities
- e) how effective it has proven to be - include here any evidence that supports your response; this could include testimonials from parents, teachers, students or others.

Provide a description on how the \$4,000 prizemoney would be spent should your school community be the recipient of the 2020 Roger O'Sullivan Memorial Award.

## Application Checklist:

To ensure that your application is in accord with the application instructions, please complete the following checklist.

The application includes:

- background to the initiative, including whether there was an area in need of improvement that was identified and addressed, and any preliminary research that was undertaken.
- a basic description of the initiative.
- how it is a genuinely collaborative partnership between families, the broader community and the school
- how it illustrates authentic parent engagement directed at the enhancement of student learning outcomes in a Catholic school setting
- how it demonstrates the way in which parent engagement in the learning of children and/or young people has been enhanced
- how it is resourced in a sustainable way – including a statement on the likelihood of this initiative being able to be replicated in other Catholic school communities
- how effective it has proven to be - including any evidence that supports your response, e.g. testimonials
- a description on how the \$4,000 prizemoney would be spent should your school community be the recipient of the 2020 Roger O'Sullivan Memorial Award
- any other aspects of this initiative of which you would like the judging panel to be aware, as applicable, e.g. significant barriers that needed to be overcome, or, any unintended outcomes