As a leading professional teaching association, ACHPER Victoria represents over 1200 teachers in the domains of physical education, health education, recreation and outdoor education. ACHPER Victoria's mission is to enhance, support and advocate for highest quality health and physical education in Victoria through effective engagement with teachers, schools and communities.

The following are the guidelines for the ACHPER Victorian Health and Physical Education (HPE) Teacher of the Year and Innovative Program Awards.

1. Award Categories

Four awards categories:
- ACHPER Victoria HPE Teacher of the Year (Primary F – 6)
- ACHPER Victoria HPE Teacher of the Year (Secondary 7 – 12)
- ACHPER Victoria Innovative Program (Primary F– 6)
- ACHPER Victoria Innovative Program (Secondary 7 – 12)

2. Prizes

Prizes – HPE Teacher of the Year
- Full, two-day, State Conference registration (28-29 Nov 2019)
- ACHPER membership for 12 months
- Primary Conference (24 June 2019) or Secondary/VCE Conference (21 June 2019) registration
- CRT payment to your school for you to attend the above professional learning up to the value of $1200

Prizes – Innovative Program
- Full, two-day, State Conference registration (28-29 Nov 2019) for up to three staff members
- ACHPER membership for 12 months for up to three staff members
- Primary Conference (24 June 2019) or Secondary/VCE Conference (21 June 2019) registration for up to three staff members
- CRT payment allocated to your school for staff to attend the above professional learning up to the value of $3600

3. Guidelines and Eligibility

The awards are open to registered teachers, practicing in a Victorian school. Nominees must hold a current ACHPER Membership. (Where a school is nominating for a program award, at least one member of staff engaged in the program must be a current ACHPER Member.)

Nomination process:
- A written submission is required to demonstrate how well the teacher or school meets the criteria (see below)
- Submissions are limited to 700–1000 words via submission of the survey form
- Photos and videos are accepted in support of the written application/questionnaire
- Nominees are encouraged to self-nominate or a colleague/parent can nominate on their behalf
- Nominees can be nominated for more than one award
→ Current ACHPER Board members and staff cannot nominate for Teacher of the Year Award but may nominate as part of a team for a Program Award.
→ The School Principal (or designated representative, such as Assistant Principal or the Head of Department) will be required to provide a signed paragraph endorsing the nomination.
→ Nominees must provide the details of one professional referee, other than the Principal, who are able to verify the details provided in the nomination. (Referee cannot be a current ACHPER Staff or Board member.

4. Selection Criteria – Health and Physical Education Teacher of the Year

These awards are open to currently practicing (part or full time) primary and secondary teachers in Victorian schools teaching within ACHPER’s areas of focus being health education, physical education, recreation and outdoor education.

Nominees must demonstrate excellence in relation to their professional knowledge, practice, innovation and engagement in the teaching of physical education, health education, and/or outdoor education. This can be indicated by providing brief and succinct information and evidence addressing the following award criteria which is based on the AITSL Professional Standards for Teachers:

**Professional Knowledge:**
1) Know students and how they learn;
2) Know the content and how to teach it.

**Professional Practice:**
3) Plan for and implement effective teaching and learning;
4) Create and maintain supportive and safe learning environments;
5) Assess, provide feedback and report on student learning.

**Professional Engagement:**
6) Engage in professional learning;
7) Engage professionally with colleagues, parents/carers and the community.

For further detail and an evidence guide, please refer to the [HPE Teacher Awards Selection Criteria and Evidence Guide](#).

In determining the successful applications for these awards, the judging panel will base its decision on the ways in which excellence in professional knowledge, practice, and engagement is reflected in the information and evidence provided in relation to each of the criteria.

5. Selection Criteria – Innovative Program

This award is open to any Victorian primary school or secondary school demonstrating overall excellence in the following criteria as it relates to ACHPER’s areas of focus being health education, physical education, recreation and outdoor education. The school must have at least one member of staff who is a current ACHPER member.

The program does not necessarily have to comprise the entire Health and Physical Education curriculum but may focus on one or more parts of it. The program should be original and innovative in approach and have completed at least one full cycle of implementation, including evaluation, to be considered.

A program might be something developed across the entire school or focus on one, or two, year levels or possibly across a group of schools within a network. It might be focused on a particular target group of students or on a specific aspect of the HPE curriculum e.g. swimming, sedentary behaviour, SEPEP etc.

Nominations must address the following criteria:

1) Briefly explain the context and how this influenced the development of the program
2) What are the program objectives and have these changed over time?
3) How was the program developed in terms of planning and resourcing?
4) What problem, challenge or student outcome did the program aim to address?
5) How was assessment of learning, both formative and summative, built into the program?
6) How was the program evaluated more broadly, and what were the results of such review?

For further detail and an evidence guide, please refer to the Innovative Program Awards Selection Criteria and Evidence Guide.

In determining the successful application for this award, the judging panel will base its decision on the degree to which the program addresses the above criteria as reflected in the information and evidence provided in the application.

6. Judging Panel and Process

Panel
The judging panel for the awards will consist of ACHPER members and key stakeholders.

Process
→ Nominations will be provided to members of the Judging Panel for initial short-listing in each award category.
→ The judging panel may request further information from finalists to clarify any part of the nomination.

Key Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Nominations Open</td>
<td>19 February, 2019</td>
</tr>
<tr>
<td>Nominations Close</td>
<td>10 March, 2019</td>
</tr>
<tr>
<td>Finalists Announced</td>
<td>Early April, 2019</td>
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<tr>
<td>Awards Event/AGM</td>
<td>1 May, 2019</td>
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Submission Details

Awards are to be submitted via the online nomination survey by midnight Sunday 10th March 2019. Submissions received after this date will not be considered.

Survey Access:
- HPE Teacher of the Year Award
- Innovative Program Award

Please direct all queries to: Bernie Holland, ACHPER Victorian Branch, bernie.holland@achper.vic.edu.au