

ECD AWARDS NOMINATION FORM

CATEGORY: ECD COMMUNITY BASED CENTRE

CONTACT DETAILS			
Name of Centre	Year Established	Number of Learners	
Contact Person	E-mail Address		
Physical Address			
Town	Province	Postal Code	
Postal Address			
Town	Province	Postal Code	
Telephone	Fax	Cellular	

Note: Should we require proof of relevant documents, please make sure they are available on request.

GOVERNANCE	YES	NO
Does the centre have a governing committee?		
Does the governing committee consist of parents of children who attend the centre?		

REGISTRATION - PLEASE TICK APPROPRIATE BOX			
Is the organisation registered with at least 1 of the following? Please include registration numbers or state if privately owned.			
Department of Social Development		Department of Social Development (subsidy)	
Department of Education		South African Council of Educators	

ADMINISTRATION (Do you keep copies of the following documents?)	YES	NO
Children's profile of each learner		
Administration form		
Clinic Card		
Birth Certificate		
ID Copies of parents		
Health development record		

NUTRITION	YES	NO
Does the centre have a nutrition based meal plan?		
Are meals provided at the centre?		
Is there a food garden on site?		
Does the centre have kitchen equipment (stove, kettle, fridge, etc)		

Rules for the competition

- The closing date for entries has been extended to the 30th September 2009.
- Previous national winners are not eligible to enter the competition for a period of three years from the time of winning.
- Nomination forms must be filled in correctly and in detail with as much information as possible to assist in the evaluation process.
- Finalists will be invited to attend the Provincial Awards Ceremony.
- A winner in each category will be announced at the National Awards Ceremony.
- Winners will be interviewed and featured in the media.
- The decision of the selection committee and judges is final and no correspondence will be entered into
- All forms need to be accompanied by a motivation on a separate page(s). Failure to include a motivation will result in disqualification.

MANAGEMENT OF ACTIVE LEARNING	YES	NO
Is there a daily programme which is visible and followed? (indicating different routine for the different days of the week)		
Does the centre display the learner's work?		
Does the centre have an adequate outside playing area?		
Is the outside playing area fenced and the rest of the area safe for children?		
Does the centre have adequate equipment for large motor development (swings, balls, jungle gym, bean bags, etc)		
Does the centre have adequate equipment for fine more development (scissors, paint, crayons, etc)		
Does the centre have adequate equipment for perceptual development (puzzles, shapes, blocks, books, etc)		
Does the centre have adequate classroom tables, chairs and mattresses?		

HEALTH AND SAFETY	YES	NO
Does the centre have a first aid kit? (gloves, bandages, etc)		
Does the centre follow a procedure for dealing with blood injuries?		
Does the centre have a fire extinguisher?		
Are the toilet facilities adequate & does it meet the requirement of Dept of Health?		
Does the centre have a clean hand wash facility?		
Does each child have his/her own towel and locker with name and symbol on it?		

OFFICE EQUIPMENT [Does the centre have any of the following? (circle the relevant items)]	YES	NO
Tables, Chairs, Telephone, Fax, Stationery		
Computer and Printer		
What is the total value of the equipment/toys?		

FUNDING	YES	NO
Does the centre receive funding from corporate donors or government?		

Explain in your own words on a separate page and in a language of your choice, reasons why the ECD Community Based Centre/Playgroup should be considered for the Absa/Sowetan ECD Awards. Use the following as guidelines for your motivation (maximum one page).

- describe the work you have seen the organisation doing
- what relationships does the centre has within the community with the police, clinic etc.
- information on the workshops/training related to ECD within the centre
- why this centre should win (motivate)

ENTRY SUBMITTED BY	
Name	Signature
Tel	Date

<p>Please return this form to: SABC Education – Interactive Hub Phone - 086 22 22592 Fax - 086 51 45 592 SMS line - 32720 (Key word ECD) Charge R1 E-mail - outreach@sabc.co.za Web - www.sabceducation.co.za Postal - SABC Education Outreach Private Bag X345, Melville 2109</p>
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In association with SABC - Department of Education - UNICEF - Department of Social Development - South African Congress for Early Childhood Development

