



***“The work of teachers has unique outcomes for the health, wealth and welfare of every single person in this country. As a nation, we should be fantastically proud of them, I know I am.”***

***Lord Puttnam CBE  
Founder, the Teaching Awards Trust***

## ENTRY GUIDE 2021

This guide will answer any questions you may have and help you to prepare your entry. If you have further questions please check our [FAQs](#) and [myth busters](#). If they still don't solve your query...

We are here to help you at every stage of the process, please get in touch if you need any assistance.

**Telephone: 07399 497 609**

**Email: [info@teachingawards.com](mailto:info@teachingawards.com)**

## Entry process

Entries must be submitted by a member of staff from the school or college in which they work, or by an external stakeholder. Each entry must have a written testimony of around 1000 words from you and/or a member of the senior management team.

An entry can be for a teacher, headteacher, teaching assistant, whole school, a partnership of schools or an FE lecturer, or FE team.

The headteacher or principal (or in the case of a headteacher entry, the deputy headteacher or the chair of the governing board) must be informed of the entry by you, prior to you submitting the form.

**Deadline: Midnight on Friday 12th March 2021**

## Entry policies

- Schools can enter more than one nominee per category, but the entries must be unique; they can also enter other nominees in to other categories.
- An individual may only be entered into one category in any given awards year, unless, in the case of whole school, Impact or FE Team awards they are also members of a wider team being entered, where that person must not be the primary team contact.
- Previous Pearson National Teaching Award winners cannot be entered for further Pearson National Teaching Awards.
- If the nominee will be retiring before the end of April 2021 they are not eligible to be entered for a Teaching Award.



## Writing your entry

### Selecting a category

You can read brief descriptions of all our categories [here](#). Please click on the category title for full category and eligibility criteria.

### Entry

When you have chosen the appropriate category, the next step is to gather and organise the evidence you will use to support your entry. The Teaching Awards judges will use this evidence to prepare a shortlist of candidates whose schools/colleges they will visit.

We recommend that you submit a succinct and comprehensive case for your entry of approximately 1000 words, (not including additional information) considering the guide prompts provided when you click on your chosen category.

### Follow the steps outlined below to help you to complete your entry form:

1. Familiarise yourself with the criteria guide prompts before you write your entry. The prompts are designed to help you in formulating your entry and to give guidance on the detail that panel members will be exploring to compile their shortlist of finalists, but we want you to tell us about your nominee in the way that best suits you.

2. We recommend that you provide written

evidence and examples to support your statements wherever possible. Gather your evidence from a range of sources. The judging panel looks for the views of pupils, parents, colleagues and others, so we encourage you to invite comment from a wide range of people. You can guide them by sharing the prompts.

3. When you have all your evidence, write your entry ensuring you have considered the guide prompts. Overall our judges want to read about the 'magic' of your nominee.

### Completing the entry form

Please complete the form online. If you can't complete the form in one sitting, choose to save and continue. You can either copy and save the link or if you enter your email when requested you can have a link to your form emailed to you which you can then access from any computer, in order to continue / finish the form. If you save the link yourself, you can simply paste this in to your browser when are you ready to work on your entry again,

Once you have completed the online entry form, please click the 'submit' button at the bottom of the form ensuring all sections are completed. Any incomplete entries will not be shortlisted. If you have not received an automated confirmation of receipt within 2 days please get in touch by emailing us at [info@teachingawards.com](mailto:info@teachingawards.com).

## 2021 Categories

- ◇ The Award for Digital Innovator of the Year
- ◇ The Award for Excellence in Special Needs Education
- ◇ The Award for FE Lecturer of the Year
- ◇ The Award for FE Team of the Year
- ◇ The Award for Headteacher of the Year in a Primary School, supported by Hays Education
- ◇ The Award for Headteacher of the Year in a Secondary School, supported by Hays Education
- ◇ The Award for Impact through Partnership
- ◇ The Award for Lifetime Achievement, supported by the Department for Education
- ◇ The Award for Outstanding New Teacher of the Year, supported by the Department for Education
- ◇ The Award for Making a Difference – Primary School of the Year,
- ◇ The Award for Making a Difference – Primary School of the Year,
- ◇ The Award for Teacher of the Year in a Primary School, supported by Randstad
- ◇ The Award for Teacher of the Year in a Secondary School
- ◇ The Award for Teaching Assistant of the Year

### Why enter?

- \* *Teachers transform lives and help young people realise their potential - help us celebrate this exceptional profession.*
- \* *You know that teachers go the extra mile to educate our children both in and out of the classroom – **this is your chance to tell everyone about it'***
- \* *Winning a Pearson National Teaching Award is a celebration for the whole school community, and the benefits are wide-ranging.*
- \* *The Pearson National Teaching Awards gives schools and colleges the opportunity to network and share expertise.*
- \* *Teachers are passionate about teaching and learning – help us tell their stories and celebrate excellence in education, this year more than ever.*

*The Pearson National Teaching Awards is a unique chance to give teachers and schools the recognition they deserve on a national stage. See the [testimonials](#) page on our website for more about the impact of winning an award.*