

GUIDELINES IN THE SELECTION OF HONOR STUDENTS

(Enclosure to DepEd Order No. 36, s. 2016)

POLICY GUIDELINES ON AWARDS AND FOR THE K TO 12 BASIC EDUCATION PROGRAM

I. Rationale

The Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program articulates the recognition given to learners who have shown exemplary performance in specific areas of their school life. These guidelines are anchored in the Classroom Assessment the K to 12 Basic Education Program (DepEd Order No.8 s 2015), which supports learners' holistic development in order for them to become effective lifelong learners with 21st-century skills. This policy aims to give all learners equal opportunity to excel in relation to the standard set by the curriculum and focus on their own performance rather than to compete with one another. It recognizes that all students have their unique strengths that need to be identified, strengthened, and publicly acknowledged.

In support of the holistic development of Filipino learners, it is important to veer away from valuing only academic achievement based on high grades and move toward valuing and celebrating a wide range of student achievements. The awards aim to acknowledge and promote student excellence in various areas and to provide formal recognition of student achievements that can motivate learners to strive for excellence in academic, leadership, and social responsibility. In effect, the policy encourages all learners to remarkably and skillfully perform specific kinds of tasks critical to their success in school and at work. Consequently, the policy will include all learners and encourage them to be proactive members of their school and community.

In addition to acknowledging and promoting the development of the learners unique cognitive and other skills that underpin success in school and at work, the awards also aim to nurture the formation of the learners' values and attitudes anchored on the core values of the Department of Education.

Awards and recognition bestowed on learners who have successfully attained standards set by the school support the efforts and accomplishments of these learners and affirm their latent potential, abilities, and dispositions. Learners who feel good about their abilities and contributions to the school and society are more likely to be happy, content, and motivated. When these learners are recognized for their efforts, they will also persist in their desire to excel.

The giving of awards and recognition is but one of the many ways by which teachers and schools provide students with positive feedback and affirmation, which can improve the learner's confidence, self-awareness, and enthusiasm for learning. Other ways by which teachers can provide learners with information about their competence or of their accomplishments can be explored. The value A motivating environment that promotes respect for student diversity and dedication to learning contributes to the creation of a positive school climate that supports the well-being achievement of all students.

II. What awards do we give?

Classroom Awards are recognition given to learners in each class or section. A simple recognition may be given per quarter, semester, or at the end of the school year. Awardees are given merit by the adviser and/or other subject teachers in recognition of the learners' outstanding performance in class.

Grade-level Awards are given to qualified learners for every grade level at the end of the school year. Candidates for the awards are deliberated by the Awards Committee (AC) if they have met the given criteria.

Special Recognition is given by the school to the learners who have represented and/or won in competitions at the district, division, regional, national, or international levels. This is to publicly affirm learners who have brought honor to the school.

A. Classroom Awards

1. Conduct Awards

These awards are given to learners who have been observed to consistently demonstrate the DepEd core values (Maka-Diyos, Makatao, Makakalikasan, Makabansa).

1.1 Conduct Awards for Grades 4 to 10

Conduct Awards for grades 4 to 10 in each class will be given at the end of the school year. This will be based on the evaluation of the adviser and subject teachers, using the guidelines stipulated in Section VI of DepEd Order No. 8, s. 2015. Awardees must have consistently and dutifully carried out the core values of the Department as indicated in the report card. They must have obtained a rating of at least 75% "Always Observed" (AO) at the end of the school year (with at least 21 out of 28 AO rating in the report card). They also must have not been sanctioned with offenses punishable by suspension or higher sanction within the school year according to the Department's service manual and child protection policies.

2. Academic Excellence Award

The Award for Academic Excellence within the quarter is given to learners from grades 1 to 12 who have attained an average of at least 90 and passed all learning areas.

The Average Grade per Quarter is reported as a whole number following DepEd Order No. 8, s. 2015.

Table 1 shows the specific Academic Excellence Award given to learners who meet the following cut-off grades.

Table 1. Academic Excellence Award

| Academic Excellence Award | Average Grade per Quarter |
|---|---------------------------|
| 1 With Highest Honors/ May Pinakamataas na Karangalan | 98-100 |
| 2. With High Honors/ May Mataas na Karangalan | 95-97 |
| 3. With Honors/ May Karangalan | 90-94 |

3. Recognition for Perfect Attendance

This award is given at the end of every quarter to encourage learners to attend and actively participate in class. Perfect attendance means that a learner must be present in all of his/her classes, and must have no absences for the entire quarter. Learners who are representing the school for various purposes (e.g. in-school or off campus activities) may also qualify for this award.

B. Grade-level Awards.

1. Academic Excellence Award At the end of the school year, the Academic Excellence Award is given to learners from grades 1 to 12 who have attained a General Average of at least 90 and a passing Final Grade in all learning areas.

The General Average is reported as a whole number following DepEd Order No. 8, s. 2015.

The class advisers will give to the AC the list of qualified learners to be awarded during a school ceremony. Refer to Table 2 for the Academic Excellence Award at the end of the school year.

Table 2. Academic Excellence Award

| Academic Excellence Award | Average Grade per Quarter |
|--|---------------------------|
| 1. With Highest Honors/ May Pinakamataas na Karangalan | 98-100 |
| 2. With High Honors/ May Mataas na Karangalan | 95-97 |
| 3. With Honors/ May Karangalan | 90-94 |

2. Leadership Award

The leadership award is given to learners in grades 6, 10, and 12 who have demonstrated exemplary skills in motivating others and organizing projects that have significantly contributed to the betterment of the school and/or community. This award is given during the completion or graduation ceremony.

To qualify for this award, a learner must:

1. Have no failing grades in any of the learning areas.
2. Have not committed any offense punishable by suspension or higher sanction according to the Department's service manual and child protection policies in the current school year.
3. Be a class officer or an active member/officer of any recognized school club, team, or organization.

Table 3 shows the set of criteria and weights that will be used by advisers and peers in the evaluation and deliberation process. Schools may opt to add more indicators based on the decision of the AC. Candidates will be evaluated by at least 30% of their peers (group, team, class, or club mates) as well as their class or club advisers. Only those learners who have met at least 90% of the criteria on the next page shall be awarded.

Table 3. Criteria for Leadership Award

| Criteria | Weight | |
|---|----------|-------|
| | Advisers | Peers |
| 1. Motivational Skills <ul style="list-style-type: none"> a. Communicates effectively b. Shows initiative and responsibility c. Encourage group and/or club mates to participate actively d. Establishes collaborative relationships e. Resolves conflicts | 24% | 16% |
| 2. Planning and Organizational Skills (40%) <ul style="list-style-type: none"> a. Plans and designs relevant activities for the class, club, and/or school. b. Implement planned activities effectively and efficiently. c. Monitors implementation of plans and tasks d. Manages and/or uses resources wisely. | 24% | 16% |
| 3. Contribution to the School and/or Community Renders service and/or implements activities relevant to the school population and/or community. | 12% | 8% |
| Total | 60% | 40% |

2. Award for Outstanding Performance in Specific Disciplines

These awards are given to recognize learners in grade 6 who have exhibited exemplary skills and achievement in specific disciplines. These disciplines are Athletics, Arts, Communication Arts, Mathematics and Science, Social Sciences, and Technical-Vocational Education (Tech-Voc). These awards also value the learner's achievement in a specific discipline that has contributed to the school and/or community Table 4 specifies the criteria and weights for these awards.

There may be more than one category of awards under the following disciplines: Athletics, Arts, Communication Arts, and Tech-Voc. There will be no special programs. separate awards for

3.1 Athletics

This award is given to learners who have shown outstanding skills in athletics (particularly in games and sports) through participation and victories in competitions, as well as discipline in training and sportsmanlike conduct and character.

The academic rating that will be considered for this award would be the student's final grade in Physical Education.

3.2 Arts (e.g., visual, media, music, or performing arts)

This award is given to learners who have consistently demonstrated outstanding skills in the arts and above average creativity and craftsmanship exemplified through contribution to school's various functions and events.

The academic rating that will be considered for this award is the final grade in Music, Arts, or Contemporary Philippine Arts from the Regions for Senior High School (SHS).

This award is given to learners who have demonstrated proficiency in any language (Filipino, English, or other foreign languages), in written or in oral communication, shown creativity in expressing ideas in written or oral activities in various subjects, and contributed to the school community.

The academic rating that will be considered for this award is the student's final grade in Filipino, English, or other foreign language subjects and related learning areas in Senior High School specific to the award.

3.4 Science

This award is given to learners who have high academic standing in Science, demonstrated passion for science expressed through an excellent attitude toward science work, shown enthusiasm for science which positively influences other students in class and the wider school community, and displayed inquisitiveness about the environment, how things work, and how natural processes occur.

The academic rating that will be considered for this award is the student's final grade in Science for grades 6 and 10, or the average rating for the two core Science subjects in SHS.

3.5 Mathematics

This award is given to learners who have excellent attitude toward math work and shown enthusiasm for math, which positively impacts other students in class. The academic rating that will be considered for this award is the student's final grade in Mathematics for grades 10

3.6 Social Sciences

This award is given to learners who have high academic standing in social sciences. They have consistently demonstrated the willingness and ability to contribute to and participate in activities that serve the common good. They have used their knowledge, skills, and disposition in history geography, economics, and other areas of the social sciences to promote the common good and to achieve shared ends for others in the school and/or community above and beyond their personal good.

The academic rating that will be considered for this award is the student's final grade in Araling Panlipunan for grade 10.

3.7 Technical-Vocational Education This award is given to learners who have consistently exhibited exemplary skills and achievement in their area of specialization in technical-vocational (Tech-Voc) education. They have applied their knowledge and skills in Tech-Voc to projects and activities that have contributed to the school and/or community

The academic rating that will be considered for this award is the student's final grade in Technology and Livelihood Education (TLE) for grades 10.

Table 4. Criteria for awards for outstanding performance in specific disciplines

| | |
|--|--|
| Criteria | |
| Academic Rating Final Grade in the learning area or average of the final grades in subjects specifically related to the award | |
| Skill in Discipline As shown through: a. Output (Oral, written, Projects, Etc...if applicable) b. Membership in a club/ team (if applicable) c. Class or school representation d. Winnings and awards | |
| Attitude toward the Discipline a. Peer evaluation (if applicable) b. Commendation from coach /adviser | |
| Contribution to the School related to the Discipline in any of the following: a. Tutorials/coaching b. Performance in school's various functions and events c. Products d. Projects e. Volunteer work | |

(Note: Peer evaluation is only applicable to disciplines that involve collaborative work. Candidates will be evaluated by at least 30% of their peers (group, team, class, or club mates) as well as their class or club advisers.

4. Award for Club or Organization Achievement This award is given to a duly recognized club or organization that has created positive impact on the school and/or community it serves through the implementation of all its planned projects and activities, provided strong support to the implementation of the school activities and attainment of the school's objectives, and taken great strides to help its members develop their potentials.

Table 5 shows the set of criteria and weights that will be used in the evaluation and deliberation process for this award. Only those clubs or organizations that have received at least 90% of the criteria below shall be awarded.

Table 5. Criteria and weights for awards for Club and or Organization Achievement

| Criteria | Weight |
|---|--------|
| 1. Club/Organization Performance a. a Plans and develops club/organization's objectives projects, and activities b. Implements projects and activities, and delivers services based on the club/organization's objectives and plans. c. Manages and/or uses resources wisely. d. Shows teamwork and collaboration among its members. | 50% |
| 2. Exemplary Output Delivers a concrete output related to the objectives and purpose of the organization and the school. | 30% |
| 3. Contribution to the School or Community Benefits the members of the club/organization and the greater majority of the school population and/or community. | 20% |

C. Special Recognition

Learners who have represented and/or won competitions at the district, division, regional, national, or international levels. will be recognized. These awardees have demonstrated their exemplary performance in academics, athletics, and the arts, and/or represented the school in DepEd-recognized activities in addition to the above awards, the schools may give due recognition to learners who have brought honor to the school.

The actual certificates, medals, trophies and/or plaques received by the learners from the various activities or competitions shall be used to publicly affirm and acknowledge the contribution of the awardees in giving honor to the school. This will be done during a flag ceremony or in a school-awarding ceremony.

In case external sponsors, partners, and donors opt to give awards, they shall be regulated by the school, subject to compliance with the policy guidelines. These awards should be consistent with the DWCC's Vision, Mission, and Core Values. and must be named after the trait, value, or achievement recognized, or an esteemed person who is deceased.

III. What do awardees receive?

The grade-level awardees shall receive certificates, medals, and/or plaques from the school, bearing the official seal of DWCC. AC is required to follow the specifications to ensure the quality of awards, certificates, and medals and uphold the prestige of the awards

Certificates indicating the specific awards shall be given to all awardees. It is important to note that in the preparation of certificates, attention to proportion and detail is important. The date and venue of the school ceremony should also be complete and accurate.

Table 6 shows the medal specifications for each of the awards

Table 6. Medal and plaque specifications Award

| Award | Technical Specifications | |
|---|----------------------------------|---|
| 1. Academic Excellence Award | | |
| a. With highest honors b. With high honors c. With honors | Gold Silver Bronze | Medal with DWCG seal Diameter Size: 6cm Weight: 30g Ribbon width: 1 inch |
| 2. Award for Leadership | Gold | Medal with DWCG seal Diameter Size: 6cm Weight: 30g Ribbon width: 1 inch |
| 3. Award for Work Immersion | Gold | Medal with DWCC seal Diameter Size: 5cm |
| 4. Award for Research/ Innovation | Gold | Weight: 25g Ribbon width: 1 inch |
| 5. Award for Outstanding Performance in the specific learning areas. | Gold | |

| | |
|---|---|
| 6. Award for Club or Organization Achievement (members from different grade levels) | Plaque for the organization / club Certificate for each member with school logo. |
|---|---|

To facilitate compliance with these guidelines, schools must coordinate with external sponsors, donors, and partners regarding the awards the wish to give the school.

Awards must have specific rubrics prepared or adapted by the AC based on the given qualifications and indicators.

IV. How do schools determine awardees?

An Awards Committee (AC) shall be organized by the school head or principal for each grade level at the beginning of the school year. The committee must be composed of at least three (3) members from the teaching staff, guidance counselor or designated teacher. The total count of committee members should be an odd number. The chairperson of the AC could be any of the teachers, department head, grade-level chairperson, or curriculum head. No member of the AC must be related within the second degree of consanguinity or affinity to any of the candidates for awards.