

Donald Cameron Memorial Scholarship POLICY Coleraine Primary School

Rationale

The late Mr. Donald Cameron of Tahara (Grazier) in his will dated the 13th April, 1950 bequeathed the sum of \$43,909.11 to the Department of School Education for the founding of a scholarship at Coleraine Primary School to be known as “**The Donald Cameron Memorial Scholarship**”.

The Minister for Education requested the School Council and the School Council agreed to hold the fund upon Trusts. This formal and legal Deed of Appointment and Trust was duly signed and witnessed in July, 1992. The monies were sent to the School Council and invested in term deposits at the State/Commonwealth Bank.

The Coleraine Primary School Council drew up, with the Legal Department, the “Deed of Appointment and Trust”, which gives the terms of the awarding of the scholarship/scholarships. This document is held in the policy folder.

Aim

To provide a policy to allow the School Council to distribute scholarships each year in accordance with the trustee guidelines for the Donald Cameron Memorial Scholarship. Two scholarships are for academic achievements and one is for sports achievements. Each award is made for a period of three years.

Implementation

- ◆ All students in Grade 6 are encouraged to apply for both the academic and sporting scholarships, provided that they are not more than 13 years of age on January 1st of the year they leave the school for secondary school and that they have attended the school for the academic year in which the award is made and have not previously studied at this level. See attachment 2
- ◆ Students are to be asked to put in their applications at the start of December at which time the testing timetable is established. See attachment 1.
- ◆ The academic tests will be based on the Australian Council of Educational Research Grade 6 Literacy and Numeracy tests. If it is not possible to select two winners using these tests then a General Knowledge test could also be given to gain two winners.
- ◆ The tests will be supervised by a staff member, or Principal, and the School Council President or his/her nominee. (None of these may have a student sitting the tests)
- ◆ The tests will be processed by a nominated staff member, or Principal, and the School Council President or nominee. (Neither of these may have a student sitting the tests)
- ◆ The Principal and the scholarship sub-committee will meet within a week of the testing and make recommendations to the School Council December meeting of the two most suitable recipients for the academic scholarships.
- ◆ Students will be asked to submit applications for Sports achievements/sportsmanship scholarships. A panel of two teachers and the Principal will examine this material and submit their nominee to the scholarship sub-committee. The decision will be by consensus and if this cannot be reached the names and documentary evidence of the children will be forwarded to the scholarship sub-committee who will make a recommendation to the School Council
- ◆ Winners will be announced at the Grade 6 Graduation Night by the Principal.
- ◆ The scholarship sub-committee should be a special purpose sub-committee of the School Council with at least three members (Principal and School Council President are automatically on the sub-committee unless either have students applying for a scholarships). The Grade 6 teacher should not

be on this sub-committee. School Council members with children in Grade 6 should decline from voting if this is necessary for the award of the scholarships.

Process

- The money is to be divided in the ratio 40%: 40%: 20% for the two academic and sporting scholarships respectively.
- The amount of money distributed is determined by the interest available at the end of January each year. The whole of the nett income of the fund for the financial year is distributed except when the Principal recommends that a scholarship not be awarded in which case the money is added to and invested as an addition to capital. Expenses associated with the administration of the scholarship will be deducted from the account to calculate the nett available income.
- Students who are awarded the scholarship are required to send a copy of their end of year reports to the scholarship committee at the end of each of the three years of their scholarship.
- Rules regarding the Scholarship are contained in the Trust Document, which must be used in conjunction with this policy.

Evaluation

This policy will be reviewed as part of the school's three year review cycle

This policy was last ratified by school council	28/7/2009
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Attachment 1- application proforma

DONALD CAMERON MEMORIAL SCHOLARSHIP

Please complete the form below and return it to the school by *time and date*.

I wish my child (Name:)
to participate in the Numeracy and Literacy Tests for the Donald Cameron Memorial Scholarship.

Signed:(Parent/Guardian)

✂.....

Please complete the form below and return it to the school by *time and date*.

I wish my child (Name:)
to be considered for the Sport/Sportsmanship Scholarship.

Signed: (Parent/Guardian)

Below are their sporting and leisure interests. (Students are also encouraged to present their achievements in greater detail in a written submission, to be handed in by *date*.)

SPORT

eg. Squash
Archery

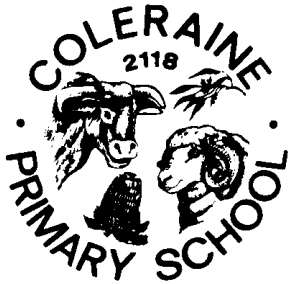
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ACHIEVEMENT

eg. Played in A Pennant Div. Team.
Learnt to play as a new sport.

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Attachment 2



Coleraine Primary School 2118

124 Church Street,
COLERAINE 3315
Telephone: (03) 5575 2057
Fax: (03) 5575 2711
e-mail: coleraine.ps@edumail.vic.gov.au

Dear Parents,

On behalf of the Scholarship Sub Committee I wish to inform you that applications for the Donald Cameron Memorial Scholarships are now called for and will be received from interested children until *time and date*.

The late Mr. Donald Cameron bequeathed an amount of money to the school, the interest of which is to be used to set up scholarships for students to compete for in their last year of school.

Candidates must be not more than 13 years of age in January of the year the scholarship is taken up.

Two academic scholarships and one Sport/Sportsmanship scholarship will be awarded.

The scholarship is tenable for 3 years with the condition that the Awardee continues his/her schooling at a Post Primary School in Victoria.

Awardees are required to send a copy of their final report to the School Council for each year that they receive the award. This provides the school with an opportunity to follow the achievements of the awardees with pride.

A scholarship may be terminated at the discretion of the School Council after consultation with the Principal of the Coleraine Primary School and the Principal of the Post Primary School (or his nominee) that the child attends. For this reason if you are successful in gaining a scholarship you will be required to submit a copy of your end of year reports to the scholarship committee for the duration of the scholarship.

Literacy and Numeracy tests will take place on *date* and *date* at Coleraine Primary School. A staff member and parent will supervise.

All Grade 6 children who have attended Coleraine Primary School for at least one year are eligible for this scholarship. We would hope that all Grade 6 children will take part.

name
Principal

name
School Council President