



The Early Childhood Development Agency (ECDA) invites nominations for the 2023
Outstanding & Promising Early Childhood Leader Award.

This Award recognises the exemplary accomplishments and contributions of outstanding and promising leaders of childcare centres and kindergartens who excel in organisational, curriculum and collaborative leadership. They exemplify quality professional behaviours and practices and strive for excellence through continuing professional development. These leaders are committed to delivering high quality early childhood care and education to young children and their families.

We invite HQ personnel to nominate outstanding and promising early childhood leaders for this Award. Parents interested in supporting the nominations may liaise with your child's preschool.

Eligibility

Upon submission of the nomination, all nominees must meet the following criteria:

- Be an in-service ECDA-approved principal;
- Be from a licensed Early Childhood Development Centre (ECDC);
- Possess a valid L2 Letter of Notification (LON) and Diploma in Early Childhood Care and Education-Leadership (DECCE-L) / Advanced Diploma in Early Childhood Leadership (ADECL) or equivalent early childhood leadership qualification;
- Be a Singapore Citizen or Permanent Resident; and
- Have the required experience for the following Awards at the time of nomination deadline:
 - **Outstanding Early Childhood Leader Award:** More than 5 years of trained experience as a principal in an ECDC.
 - **Promising Early Childhood Leader Award:** 3 to 5 years of trained experience as a leader in a principal in an ECDC.

Past outstanding winners are to note that there is a time bar of three (3) years for individual awards before they may be nominated for the same award again. However, they may be nominated for the other Award categories (subject to meeting eligibility criteria).

How to Apply

- Identify your nominee.
- Complete Sections A to E of the nomination form. Ensure that the nomination text highlights the exemplary achievements of your nominee and provides clear supporting evidence.
- Submit the supporting documents and video clip listed in Section F to support the nomination.

Notes:

- Please submit a separate nomination if you wish to nominate more than 1 educator.
- Incomplete (i.e., blanks on nomination form, non-submission of any supporting document and video clip) or late submissions will **not** be accepted.
- All submitted supporting documents and video clip shall not be altered after the submission deadline.

Award Quantum

- The Award Quantum will be as follows:
 - **Outstanding Early Childhood Leader Award:** Award winners will each receive \$2,000 for professional development, \$500 cash, a trophy, and a certificate.
 - **Promising Early Childhood Leader Award:** Award winners will each receive \$500 for professional development, \$300 cash, a plaque and a certificate.
- Winners are required to submit a proposal on how the grant for professional development will be used for his / her professional development.
- Winners will be notified in October 2023. Details of the Award ceremony will be shared at a later date.
- Winners may be invited to share their award-winning practices at early childhood sharing platforms (e.g., Early Childhood Conference, Grow@Beanstalk Portal, Beanstalk Magazine).
- The judges' decisions are final. Any correspondence regarding the panel's decision will not be entertained. ECDA, on a case-by-case basis, may consider good candidates for a commendation award.

Code of Conduct

The Early Childhood Leader Award winner is to adhere to the following Code of Conduct.

The award winner shall:

- manage media inquiries with respect to the ECDA Awards in a fair, polite and non-partisan manner;
- be expected to work with his / her centre to ensure, to the best of his / her ability, the proper, effective, and efficient use of public funds; and
- conduct himself / herself in a professional manner in accordance with the standards set by his / her centre. Failure to do so will be seen as undermining the credibility, integrity, or relevance of the ECDA Awards, or to detract from the original conditions upon which the Award was given.

The award winner shall not:

- exploit his / her status as an award winner for commercial gain;
- use the ECDA Awards title without the explicit permission of ECDA;
- endorse or market products for commercial purposes other than for the centre that he / she is currently employed in; and
- abuse his / her status to advance or promote political views.

The award winner must not have been convicted of a criminal offence in which he / she has not received a pardon for.

The above Code of Conduct is fundamental to being selected as an award winner. If an award winner fails to abide by this code, ECDA reserves the right to:

- remove the award winner's name / centre affiliation from its website and from any other publication that is used to promote outstanding professionals in early childhood education in Singapore, and / or
- revoke the ECDA Award. This will immediately apply to cases where a teaching or early childhood education certification has been withdrawn for reasons of professional misconduct and instances in which an award winner has been convicted of a criminal offence.

Enquiries

For enquiries, please email to ECDA_Awards@ecda.gov.sg with the subject "ECDA Awards 2023 (Early Childhood Leader)".

FOR REFERENCE ONLY.
Only nomination forms submitted online will be accepted.

2023 ECDA Awards - Nomination Form for Early Childhood Leader Award

60 mins estimated time to complete

Instructions

Please read the terms and conditions of the ECDA Awards at www.go.gov.sg/ecda-awards before filling up the nomination form.

The closing date and time for submitting nominations is 31 March 2023 (Friday), 5pm.

Eligibility

Upon submission of the nomination, all nominees must meet the following criteria:

- Be an in-service ECDA-approved principal;
- Be from a licensed Early Childhood Development Centre (ECDC);
- Possess a valid L2 Letter of Notification (LON) and Diploma in Early Childhood Care and Education-Leadership (DECCE-L) / Advanced Diploma in Early Childhood Leadership (ADECL) or equivalent early childhood leadership qualification;
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- Submit the supporting documents and video clip listed in Section F to support the nomination.

Notes:

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- Incomplete (i.e., blanks on nomination form, non-submission of any supporting document and video clip) or late submissions will not be accepted.
- All submitted supporting documents and video clip shall not be altered after the submission deadline.
- For duplicate submission, the latest submitted form will be used.

1. Terms and Conditions

Please read the terms and conditions of the ECDA Awards at www.go.gov.sg/ecda-awards before you proceed to fill up the nomination form.

Yes, I have read and understood the terms and conditions pertaining to the ECDA Awards.

Section A - Particulars of Centre

2. Centre Name

(As registered on ONE@ECDA at time of nomination deadline)

3. Centre Address

4. Centre Contact No

5. Centre Email

Section B - Particulars of Nominee (Early Childhood Leader)

6. Award Recommended for Nominee

For outstanding award, nominee should have more than 5 years of trained experience as a principal.
For promising award, nominee should have 3 to 5 years of trained experience as a principal.

- Outstanding Early Childhood Leader Award
- Promising Early Childhood Leader Award

7. Nominee's Salutation

- Mr
- Mrs
- Mdm
- Ms
- Dr

8. Nominee's Name

9. Nominee's NRIC / FIN

10. Nominee's Nationality

11. Nominee's Mobile No

12. Nominee's Email

13. Highest Academic Qualifications

- 'O' Levels
- 'A' Levels
- Diploma
- Degree
- Others

14. Highest Professional Qualifications

15. Year of Attainment of DECCE-L, ADECL or equivalent

16. Years of trained service in early childhood sector

For service in licensed Early Childhood Development Centre (ECDC) only. Does not include experience in enrichment centres etc. Provide information in chronological order.

Centre Name	Position Held	Duration

17. Years of service as a centre leader in the current centre

18. Years of service as a centre leader in early childhood sector

Section C – Particulars of Nominator

19. Nominator's Salutation

- Mr
- Mrs
- Mdm
- Ms
- Dr

20. Nominator's Name

21. Relationship with Centre

- HQ Personnel
- Teacher of the Centre
- Others

22. Nominator's Office No

23. Nominator's Mobile No

24. Nominator's Email

25. Declaration

I, the Nominator, declare that all information contained in this nomination form is, to the best of my knowledge, accurate. I authorize ECDA to conduct a verification of the information provided in this nomination. I understand that photographs, videos, and information submitted for this award may be published and used as promotional and informational materials by ECDA in relation to the development of early childhood care and education.

- I agree.

Section D – Personal Statement By Nominee

26. Personal Philosophy

Describe your philosophy of early childhood care and education and how this is translated into practice.
(max. 1000 characters)

27. Award Nomination

Tell us why you are deserving of the Outstanding or Promising Early Childhood Leader Award. Highlight key accomplishments and contributions and/or impact that you have made to your centre, children, families and/or the early childhood sector.

(max. 1000 characters)

Section E - Nomination Text By Nominator

Provide a write-up based on the outstanding / promising aspects that distinguishes the nominee based on the criteria outlined below. Please include descriptions of the nominee's leadership, personal and professional qualities and indicate why he/she is deserving of the award.

28. A - Strategic Leadership

Provide concrete evidence and specific examples of how the nominee demonstrates strong strategic leadership in achieving the vision, mission and goals of the centre.

(max. 1000 characters)

29. B - Curriculum Leadership

Provide concrete evidence and specific examples of how the nominee ensures an integrated and holistic approach to curriculum and the approaches to facilitate quality teaching and learning in the centre.

(max. 1000 characters)

30. C - Leader provides an enriching learning environment for children and staff

Provide concrete evidence and specific examples of how the nominee creates an environment that promotes and sustains children's learning, development and well-being and supports staff's teaching and learning.

(max. 1000 characters)

31. D - Professionalism

Provide concrete evidence and specific examples of how the nominee demonstrates attributes and practices which reflect excellent leadership behaviours and practices, and continuing professional development.

(max. 1000 characters)

32. E - Partnerships and Collaboration with Families and Community

Provide concrete evidence and specific examples of how the nominee partners, and collaborates with families and community.

(max. 1000 characters)

Section F - Supporting Documents and Video Clip

Please submit the supporting documents and video clip listed below.
Save all files in a Google Drive folder and provide the Google Drive link below.
Ensure all files are clearly named, e.g., LON, DECCE-L certificate, Letter of Support, Video Clip etc.

The following are the list of mandatory supporting documents:

- a) ECDA-issued Letter of Notification (LON)
- b) Early Childhood Certificate(s)
- c) 10-min video clip of compilation of interactions with staff (e.g., mentoring session, meetings) and classroom observation; segments after 10 minutes will not be viewed
 - unedited and no more than 10 min
 - in avi or mp4 format
- d) Anecdotal records, reflections, photographs
- e) 3-5 letters of support (including parents' testimonials and accolades)
 - Letters must be signed by the writer and should provide evidence of the nominee's outstanding achievements under any or all of the four judging criteria.
 - Letters may come from anyone such as parents, children, peers, and professional associations, and
 - Letters of support must not be older than 12 months by the nomination deadline and must include contact information (email address and telephone number) of the writer.

If you wish to provide additional optional supporting documents, e.g., photographs, portfolios, you may do so. Please save them in the same Google Drive folder and name the files clearly.

33. Google Drive Folder Link

Please provide the link to the Google Drive Folder here.

Submission Deadline

The closing date and time for submitting nominations is 31 March 2023 (Friday), 5pm.

Enquiries

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