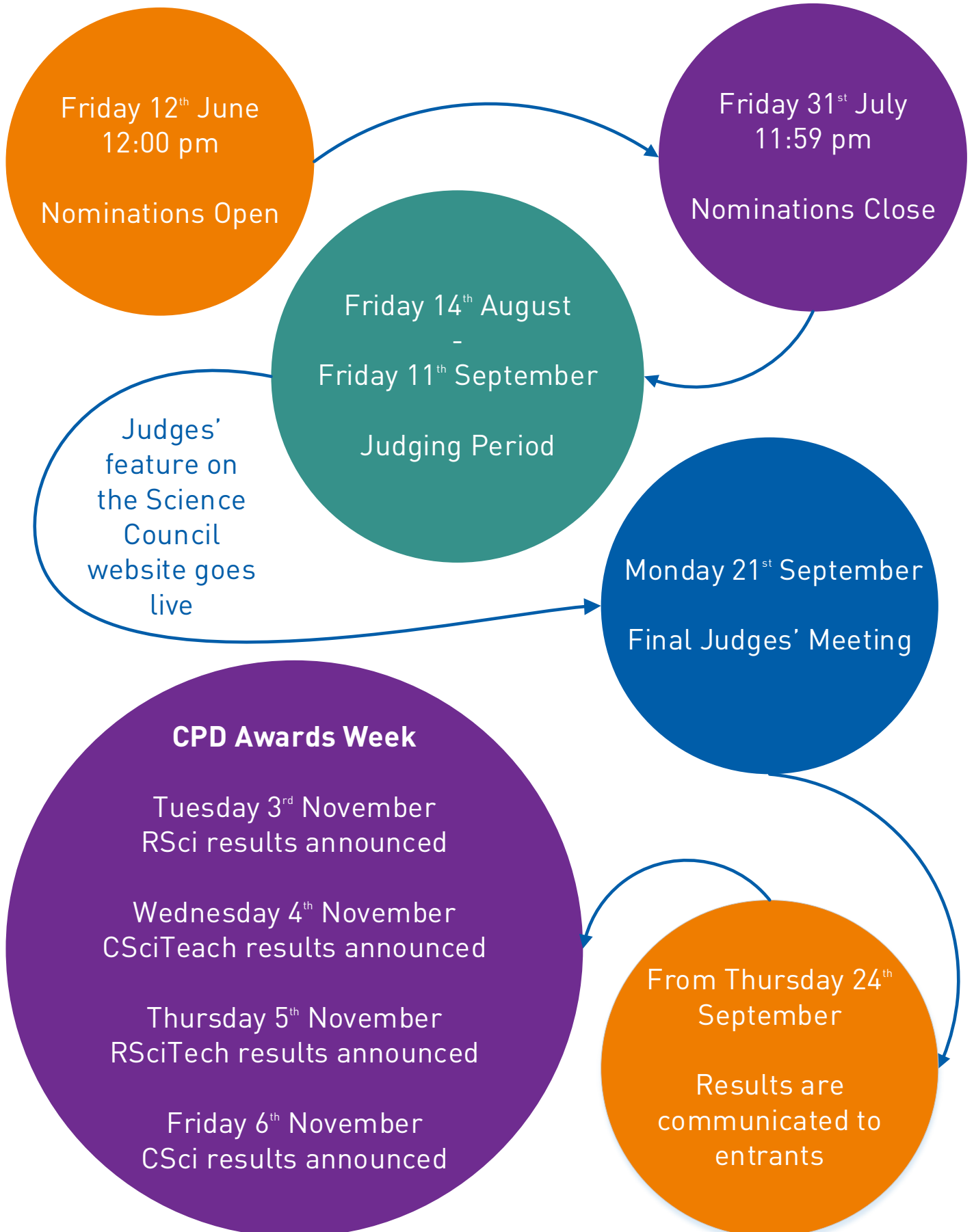




# CPD Awards 2020



# Timeline



# Guidance for Entrants

## Eligibility Criteria

1. To be eligible to enter the CPD Awards 2020 you must hold Science Council professional registration (CSci, RSci, CSciTeach or RSciTech) and thus be a member of one of the [Science Council's Licensed Professional Bodies](#).
2. The CPD included in your submission must cover a period of 12 months including some of 2019. The 12 month period can span 2018/2019, all of 2019 or 2019/2020.

## Completing the Submission Form

To enter the CPD Awards 2020 [please click here to fill out the submission form](#), **from 12<sup>th</sup> June**. You will find guidance on how to complete the form as you work through it but there is a summary of the sections of the form below.

There will be a separate category for each professional registration (CSci, RSci, CSciTeach and RSciTech).

Any information provided in your submission form will be treated in the strictest confidence.

### Personal Details

You will be asked for your name, your preferred contact email address and the Licensed Professional Body with whom you hold your Science Council professional registration. These details will be used for administrative purposes by the Science Council and will not be visible to the judges.

### Employment Details

You will be asked to describe your current job role and responsibilities to provide the judges with contextual detail for your CPD.

### CPD Awards Submission – Your CPD

This is your chance to tell the judges about the CPD you have undertaken throughout the eligible 12 month period. You will first be asked for your professional registration (CSci, RSci, CSciTeach or RSciTech). You can then provide information which supports how your CPD activities meet the following:

1. I have maintained a continuous, up-to-date and accurate record of my CPD activities.  
You can upload a CPD timeline you already keep or you can write a new one out in the answer box.
2. My CPD activities are a mixture of learning activities relevant to current or future practice.  
You will explain how your CPD activities cover 3 of the Science Council [learning categories](#). If there is an exceptional case where your activities only cover 2 learning categories please explain why in your answer.
3. I seek to ensure that my CPD has benefited the quality of my practice.  
You will reflect upon learning outcomes from your CPD explaining how they resulted in changes and improvements in the quality of your professional practice.
4. I seek to ensure that my CPD has benefited the users of my work (employee, customer, student etc.).  
You will reflect upon learning outcomes from your CPD explaining how they resulted in benefits to your users.

In this section you will also have the chance to provide any extra information which highlights to the judges why your CPD is special. Here you can upload a maximum of 5 files as evidence of your CPD activities. This may include, but is not limited to, certificates and feedback.

### Changes to your Entry after Submission

You will receive a confirmation on the screen once you have clicked the submit button on the online form. After this point you are unable to make changes to your entry. However if you would like to withdraw your entry after submission please get in touch with Mary Murray, Registration and Licensing Team Administrator at the Science Council.

Email: [m.murray@sciencecouncil.org](mailto:m.murray@sciencecouncil.org)

Phone: 0203 434 2028

## The Judging of your Entry

Throughout the judging period all entries for the CPD Awards 2020 will be assessed by trained and experienced CPD assessors. Each entry will be independently scored by 2 different judges. Judges will come together to decide upon the winners and commendations for each professional registration category. There will be one winner for each professional registration category (CSci, RSci, CSciTeach or RSciTech). The number of commendations will be decided by the judges.

## Communication of Results

From 24<sup>th</sup> September 2020 the Science Council will begin to communicate to you whether your entry has been successful using the preferred email address provided.

## Winners and Commended Individuals

In preparation for the Science Council's online CPD Awards Week, which will celebrate outstanding CPD and feature the announcement of the CPD Awards 2020 results, winners will be invited to participate in a short phone or video interview with the Science Council which will be recorded. The Science Council will arrange a time for this to take place in the weeks following the 24<sup>th</sup> September. When results are announced in CPD Awards week these pre-recorded phone or video interviews will be published on the Science Council website and shared via social media channels.

Winners will also be invited to contribute 'Top Tips for CPD' which will be released and feature on the Science Council website in CPD Awards Week.

Those who receive a commendation will be invited to submit a photograph of themselves with their award which will be published on the Science Council website when results are announced.

Although results are usually announced at a ceremony event, this year the CPD Awards has had to move online due to the restrictions on large social gatherings. However all winners and commended individuals this year will be invited to attend the CPD Awards ceremony in 2021 with the option to bring 2 guests of their choice.

## Further Enquiries

If you have any questions about the CPD Awards 2020 please contact Mary Murray, Registration and Licensing Team Administrator at the Science Council.

Email: [m.murray@sciencecouncil.org](mailto:m.murray@sciencecouncil.org)

Phone: 0203 434 2028

## CPD Awards Week

This year we cannot be together in one room to celebrate outstanding professional development in science, however we continue to celebrate the success of our registrants. Instead of announcing the results of the CPD Awards 2020 at a face-to-face ceremony, this year we will bring our celebration online. From 3<sup>rd</sup> November 2020, join the Science Council on our website and social media channels where results of the Awards will be announced, winners will be met, and our celebration of outstanding CPD will continue. There will also be some special guests joining us online throughout. All winners and commendations of the CPD Awards 2020 will receive an invitation to attend the ceremony held in 2021.

### Tuesday 3<sup>rd</sup> November

RSci results announced

Interview with RSci winner released accompanied by their CPD top-tips

Photographs of commended individuals go live

### Wednesday 4<sup>th</sup> November

CSciTeach results announced

Interview with CSciTeach winner released accompanied by their CPD top-tips

Photographs of commended individuals go live

### Thursday 5<sup>th</sup> November

RSciTech results announced

Interview with RSciTech winner released accompanied by their CPD top-tips

Photographs of commended individuals go live

### Friday 6<sup>th</sup> November

CSci results announced

Interview with CSci winner released accompanied by their CPD top-tips

Photographs of commended individuals go live