To improve the chances of your nomination being successful, please make sure your entry meets the criteria for your chosen category as outlined below.

The qualification period for relevant achievements is 1 October 2016 to 26 October 2018 inclusive.

You can nominate online any time between 1 May and 26 October 2018. Entries should be made via the online form at medway.gov.uk/sportsawards.

Wherever possible, please upload high resolution images of the nominee when submitting your nomination.

**THE CATEGORIES AND CRITERIA**

**Sportsperson of the Year sponsored by Esquire Developments & Junior Sportsperson of the Year sponsored by Bubble & Scruff**

Awarded in recognition of a sportsperson who has exhibited the highest level of skill, performance, dedication and commitment to their sport during the judging period.

Nominations should include details of:
- Competitive success at regional, national or international level
- National rankings, involvement in NGB performance pathways/programmes
- Supporting statements from coach/NGB where appropriate.

Performance can be individual or as part of a winning team. Open to professional and amateur athletes in any sport or discipline.

The Sportsperson category is open to individuals aged 18 years or older on 1 January 2018. The Junior Sportsperson is open to individuals aged 17 years or younger on 1 January 2018.

**Club of the Year – Sponsored by Kent Sport**

Awarded to clubs demonstrating excellence in management, development and competition in the last year. Questions considered when judging a nomination are:
What have been the club's competitive and developmental successes?
What demonstrable growth in participation has there been?
What plan exists for future development of the club?
Does the club have a good committee structure?
Does the club have a sound constitution and code of conduct?
Is the club applying for, or does it already have, national governing body accreditation or Clubmark?
Is there a demonstrable commitment to developing coaches?
Does the club engage with underrepresented groups/seek to increase participation from specific groups/audiences (women, disabled, young people)?

Junior Club of the Year – Sponsored by Spire Alexandra Hospital

Awarded to clubs demonstrating excellence in management, development and competition in the last year. Questions considered when judging a nomination are:

- What have been the club's competitive successes?
- What demonstrable growth in participation has there been?
- What plan exists for future development of the club?
- Does the club have a good committee structure?
- Is the club applying for, or does it already have, national governing body accreditation or Clubmark?
- Is there a demonstrable commitment to developing coaches?
- Is there a strong commitment to developing a successful junior section that encourages children to take part in sport?
- Does the club provide a safe environment for children to enjoy sport?

Team of the Year – Sponsored by Redrow Homes

Awarded to an adult team that has achieved outstanding competitive success in any sport during the judging period.

The category is open to teams of two people or more, so doubles pairs in racquet sports are included. All team members must have been 18 years old or more on 1 January 2018, with the exception of teams with more than six members. For senior teams with more than six members, up to two of these can be under 18 years old on 1 January 2018.
Junior Team of the Year – Sponsored by Medway Messenger

Awarded to the team that has achieved outstanding competitive success during the judging period. This could be club, school or college success in any sport.

This category is open to teams of two people or more, so doubles pairs in racquet sports are included. All team members must have been 17 years old or younger on 1 January 2018.

Coach of the Year – Sponsored by Kent Sport

Awarded to a coach who has demonstrated outstanding coaching skills and contributed to sporting opportunities and/or success from grassroots to excellence.

Judges will be looking for:
· Evidence of competitive success at professional or amateur level or an increase in participation opportunities for a particular group
· Commitment to the values of respect and fair play as well as their own development as a coach
· How the coach has inspired the athletes/participants to fulfil their potential

Open to coaches of individual athletes or teams in any sport or physical activity.

Official of the Year – Sponsored by Countryside Properties

Awarded to an official who has demonstrated outstanding skills, levels of achievement and dedication in any field of officiating in any sport, including umpiring, refereeing and judging.

Primary School of the Year sponsored by Greenacre Sports Partnership & Secondary School of the Year categories sponsored by Bellway Homes

This award recognises a school with clear evidence of the value of adopting a strong PE & School Sport culture. Entries should highlight the positive impact PE & School Sport has had on the whole school, including any benefits and links to other curricular areas.
The judges want to see:

- How the school has raised the bar in the area of PE & School Sport.
- Brilliant new ideas and evidence of achievements
- How the school has used the primary premium (primary schools only) to have a greater impact on PE and School Sport plans
- Ideally a case study illustrating the whole school approach to physical activity, including involvement from children, teachers, parents and the wider community where applicable.

Schools are encouraged to celebrate individual team success by nominating in the Junior Team of the Year category.

**Unsung Hero – Sponsored by Kent Sport**

This award recognises the dedication of those working in the background, putting in endless hours for the benefit of others.

It can go to anyone who assists with any aspect of an organisation, club or team, from washing the kit and sweeping the changing rooms to balancing the club’s accounts and ensuring the organisation continues to develop.

Or it maybe someone who has encouraged many others into sport and being active over a number of years, having a positive impact on other people, as well as the overall health and wellbeing of Medway residents.

This is a chance for you, club’s members and other organisations to say a big thank you to those who often get overlooked.

For more information on the Medway Sports Awards nomination process please contact Helen Steel on 01634 338760 or email helen.steel@medway.gov.uk