



SCOTTISH CARE'S

Care Home
Awards
2024

Awards Rules & Tips



Scottish Care
Voice of the independent care sector

Enter at www.scottishcare.org

Rules for making an Awards Nomination



The **Care Home Awards 2024** will be open for nominations from **1 July - 30 August**. The Awards are open to **Scottish Care members only**.



When you begin to populate your **online nomination form** with information, you **must complete it in one sitting**. It may be **helpful to print off the entry form/read through on screen** before you begin the process.



Please adhere to the **word limits** for each of the questions within the nomination form.



After the nomination period, the entries will be considered by a panel of judges who will **shortlist** the finalists in each category. **These will be publicised by Scottish Care in due course**. Unfortunately, due to the volume of nominations **we cannot contact unsuccessful entrants individually** and will **only be contacting those who are shortlisted as finalists**. Please keep checking our website for updates.



Please direct any queries relating to the awards via email to awards@scottishcare.org or via telephone to 01292 270240.



Read through on screen or print off the entry form to allow you to work offline and consider your response



Carefully consider the categories before you begin your nomination. You can **enter more than once category** and **make more than one nomination in the same category** but if you do so you must complete nomination forms for each one separately.



Tips for a successful Awards Nomination



Don't leave it to the last minute! If you begin preparing early then you will have the time and clarity to put forward the best and most accurate nomination, giving you a better chance of success.



Provide evidence. Successful nominations demonstrate **clear examples** of what the person, team or organisation that is being put forward for the award have achieved.



Consider impact. Not only should you **explain** to the judges what has happened - you should try to **demonstrate** the **positive impact** it has had, either on service users, other colleagues or the wider community or care sector.



Follow the rules - get your nomination completed and submitted on time and only upload relevant supporting material that best illustrates why the person, team or organisation you are putting forward deserves to win.



Proof read. Remember to read back through your nomination and check you are absolutely happy before you submit it. Watch out for **spelling mistakes** and any **acronyms** that might not be understandable to the judges. Try to use **plain English** and perhaps ask a colleague to take a look through - another set of eyes is always helpful to iron out any errors!

