

# GUIDELINES & ENTRY FORM



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**Entries close AEST 5pm Friday 27 July 2018**

**Awards Presentation: 29 November 2018 (details to be announced)**

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POST ENTRIES BY MAIL TO:

**KIDSAFE NSW**

**Playground Advisory Unit Manager | Kay Lockhart**

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## INTRODUCTION

The 2018 Kidsafe National Playspace Design Awards (the Awards) recognise excellence and innovation in the provision of safe, creative playspaces. The Awards are open to playground owners, service providers, design professionals and landscapers from across Australia.

This is a great opportunity to showcase playspace design in action!

The Awards aim to promote inspirational, innovative, best practice play facilities that encourage healthy participation in recreational activities for all children.

## AWARD CATEGORIES

### Education and Care Services:

- Preschool
- Long Day Care
- Out of School Hours Care / Vacation Care
- Family Day Care
- Occasional Care

### Schools:

- Public and Private Schools (Infants, Primary, High School)

### Public Playspaces:

#### Category A

Playspaces up to \$500K

#### Category B

Playspaces \$500K — \$1M

#### Category C

Playspaces \$1M upwards

### Note:

- An entry may only enter one award category only
- State and Territory commendations may also be awarded





## JUDGING CRITERIA

**Submissions must address all criteria.** Guidance is provided on types of evidence however the applicant can supply other supporting information considered more relevant to the playspace design and/or construction.

Entries will be reviewed by a multi-disciplinary panel, which may include representatives of education and care services, school or vocational education, engineering, injury prevention, design and local government.

Responses to criteria are to be provided on a USB flash drive.

### Format Requirements

#### Criterion 1

- Word document
- Minimum font size 10
- No columns
- 3 x high resolution images (jpg)

#### Criterion 9 - 10

- PDF document (includes images and plans)

#### Criterion 2 - 8

- Word document
- Minimum font size 10
- No Columns
- Header to include *Award Category, Project Title, and the name of entrant submitting for the award*

No images or graphics

### CRITERION 1: PROJECT SUMMARY

- Maximum 50 word project summary; and
- 3 x high resolution (jpg) images

### CRITERION 2: COMMITMENT TO SAFE PLAY ENVIRONMENTS

- Maximum 250 words
- Describe how the design meets safety requirements. Supporting evidence may include certification of compliance to Australian Standards in respect of equipment (AS 4685) and surfacing (AS/NZS 4422); risk assessment; consultation; and/or inspection reports.

### CRITERION 3: INNOVATIVE DESIGN

- Maximum 100 words
- Demonstrates an understanding of playspace design. The design may include an innovative element such as:
  - Inventive sound items
  - Unique sandpit covers
  - Pioneering shade structures
  - Child friendly sculptural pieces





**CRITERION 4: INCLUSIVE PLAYSPACE DESIGN**

- Maximum 100 words
- Incorporates appropriate facilities for all users
- Promotes diversity of play

**CRITERION 5: COMMUNITY AND CULTURE**

- Maximum 100 words
- Demonstrates community engagement and consultation
- Incorporates local community and/or cultural values

**CRITERION 6: SHADE ELEMENTS**

- Maximum 100 words
- Incorporates natural and / or purpose built shade
- Demonstrates direct and indirect management of UV exposure

**CRITERION 7: SUSTAINABILITY**

- Maximum 100 words
- Integrates environmental features
- Evidence of use of recycled materials
- Incorporates longevity and resilience of components
- Addresses maintenance and vandalism management

**CRITERION 8: SUCCESSFUL OUTCOMES OF PROJECT**

- Maximum 150 words
- Outline the achievements of the project

**CRITERION 9: POWERPOINT PRESENTATION**

- Maximum 10 slides
- Highlight main design features as a visual overview of the project

**CRITERION 10: PLANS, ELEVATIONS AND SECTIONS**

- Plans, elevations and sections to be submitted as a PDF.
- Hardcopies will not be accepted.



## CONDITIONS OF ENTRY

1. The 2018 Kidsafe National Playspace Design Awards are open to individuals and organisations from all sectors, including playground owners, service providers, design professionals and landscapers. Kidsafe employees and representatives are not eligible to enter.
2. Entrants must ensure that the playspace is:
  - within Australia;
  - completed;
  - installed/constructed since September 2016; and
  - currently open for use.
3. A project may not be entered into more than one category.
4. Entries must be received by 5.00pm AEST Friday 27 July 2018.
5. Kidsafe may deem an entrant ineligible if the :
  - Entry information and images are not submitted in the format required;
  - Word limits and specified file format /size stipulated not complied with;
  - Entry is incomplete; and
  - Entrant does not comply with all other conditions of entry.
6. When two or more organisations/individuals collaborate on a project, all representatives' names must be listed on the entry form.
7. Entries must not infringe the rights (including copyright) of any other person. The Award entrant must have permission from the designer/architect and/or playspace owner to enter the Awards.
8. Kidsafe or any of its employees/representatives shall not be liable for any loss or damage to entries from whatsoever cause arising while in their possession, nor shall they be liable for any loss arising from misdirected or lost entries.
9. Where entry files include images of a person or people, it is the responsibility of the entrant to ensure that each person appearing has signed a release form.
10. The judging panel does not carry out site visits or require face to face presentations.
11. The USB flash drive will be used exclusively by the judging panel to assess the playspace. Entrants need to ensure their messages are clear and the criterion addressed logically and completely.



12. An Award will be granted to the successful design. Award recipients will receive one trophy and a certificate for each collaborating organisation.
13. Award winners will be announced in November 2018 (date and details to be announced). Winners will be notified by telephone or email prior to this date.
14. Winning entries may be promoted in relevant Kidsafe publications as well as a variety of professional publications in design, health and/or education.
15. Contact by approved media or for subsequent promotions will be facilitated by Kidsafe in consultation with the Award recipient.
16. The judging panel's decision will be final and no correspondence entered into either during or after the Awards program.
17. Information and images submitted as part of the entry may be used during the Award presentation ceremonies and for other promotional and advocacy initiatives by Kidsafe.
18. The information received in the entry will be kept confidential.
19. Entries must not include any information of a sensitive or confidential nature.
20. Kidsafe reserves the right to vary these conditions, as required, to clarify any conditions of entry.



## ENTRY DOCUMENTATION AND OTHER REQUIREMENTS

Each entry **MUST** include:

1. **COMPLETED ENTRY FORM**

All entries are to be accompanied by a hardcopy entry form (2 pages) that includes a signed declaration by the designer and playspace owner (if not the entrant) supporting the submission.

This form **MUST BE PRINTED**.

2. **USB FLASH DRIVE**

Clearly labeled with the project title, entrant name, and the category being entered.

## ENTRY REQUIREMENT CHECKLIST

- Completed and signed entry form (printed)
- USB Flash Drive
  - Criterion 1: Maximum 50 word summary of the submission and 3 x high resolution images
  - Criterion 2: Maximum 250 words (word document)
  - Criterion 3-7: Maximum 100 words per criterion (word document)
  - Criterion 8: Maximum 150 words per criterion (word document)
  - Criterion 9: Max 10 slides power point presentation,
  - Criterion 10: Plans, elevations, sections (PDF files)



# ENTRY FORM

- All entries must be accompanied by an Entry Form
- To be eligible, entries must be received by (or postmarked) 5pm AEST, Friday 27 July 2018

NB: An email will be sent to the entrant acknowledging receipt of entry form and USB Flash Drive within 48 hours of delivery.

- A separate form is to be used for each entry. Please X one Category:

- |  |  |
|--|--|
| <input type="checkbox"/> Education and Care Services | <input type="checkbox"/> Public Playspaces – up to \$500K  |
| <input type="checkbox"/> Schools                     | <input type="checkbox"/> Public Playspaces – \$500K - \$1M |
|  | <input type="checkbox"/> Public Playspaces – \$1M upwards  |

## ENTRANT DETAILS

ORGANISATION/COMPANY .....

ROLE IN PROJECT .....

POSTAL ADDRESS .....

CONTACT NAME .....

PHONE .....E-MAIL.....

## COLLABORATING ORGANISATION/S DETAILS

ORGANISATION/COMPANY .....

ROLE IN PROJECT .....

POSTAL ADDRESS .....

CONTACT NAME .....

PHONE .....E-MAIL.....

Please attach a separate page details of additional collaborating organisation/s.

Note: Award recipients will receive one trophy and a certificate for each collaborating organisation. Additional trophies can be ordered at the Award recipient's expense.





## PROJECT DETAILS

NAME OF PROJECT .....

Note: Name of project is what will be used for promotion purposes and on the trophy/certificate if awarded. Please keep 'short and sharp' e.g. Blue Gum Park Playground, Blue Gum Park Nature Play Project

LOCATION & ADDRESS .....

DATE INSTALLED/CONSTRUCTED..... DATE OPENED FOR USE.....

## DECLARATIONS

### DECLARATION BY ENTRANT

- I declare that this project:
- Has been installed / constructed since September 2016; and
  - Is open for use.
- I agree to the Conditions of Entry of the 2018 Kidsafe National Playspace Design Awards.

NAME..... SIGNATURE ..... DATE.....

### DECLARATION BY PLAYSPACE OWNER (if not entrant)

- I support the submission of this project to the 2018 Kidsafe National Playspace Design Awards.

NAME..... SIGNATURE ..... DATE.....

ADDRESS.....

PHONE ..... EMAIL .....

### DECLARATION BY THE DESIGNER (if not entrant)

- I support the submission of this project to the 2018 Kidsafe National Playspace Design Awards.

NAME..... SIGNATURE ..... DATE.....

ADDRESS.....

PHONE ..... EMAIL .....

