

VALUED STAR

compassion · respect · integrity · trust

A timeline for the Valued Star award process



Last calendar day of the month	First week of the month	Second week of the month	Third week of the month	Fourth week of the month
<p>Nominations close for that month. Entries for the following month are now accepted. You can nominate using the e-form on our website, or by completing a Valued Star nomination postcard (available at LPT premises) and returning it via internal post. Staff, service users or stakeholders are all welcome to make nominations.</p>	<p>Shortlisting of nominations takes place.</p>	<p>The winner is selected by the Executive Team.</p>	<p>The Chief Executive surprises the winner in their place of work and presents them with their certificate. The nominator, in discussion with the Valued Star project team, is responsible for ensuring that the winner is in the right place at the right time to receive the award. The presentation of the award is filmed (providing the nominee is happy for this to happen) and broadcast to staff.</p>	<p>The winner is featured in the weekly staff e-newsletter. Certificates are sent to all staff nominated during the month to thank them for their hard work and dedication.</p>

The monthly presentations

The element of surprise for the winner is an important aspect of the way the Valued Star award works. As a nominator, you are therefore responsible for ensuring that your nominee is available at their place of work on the presentation day. You will be contacted as soon as the winner is selected to give you plenty of notice!

The following dates are defined as the presentation dates for 2019:

- 29 January (pm)
- 25 February (am)
- 27 March (am)
- 22 April (am)
- 30 May (pm)
- 26 June (am)
- 29 July (am)
- 29 August (pm)
- 25 September (am)
- 29 October (pm)
- 27 November (pm)
- 23 December (am)